

**To:** Schnare, David[schnare.david@epa.gov]; Dravis, Samantha[dravis.samantha@epa.gov]; Brown, Byron[brown.byron@epa.gov]  
**Cc:** Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Connors, Sandra  
**Sent:** Tue 3/7/2017 9:16:50 PM  
**Subject:** As requested - for your further joint review and discussion: Compiled List of Briefings/Background Papers  
[Priority Briefings.docx](#)  
[Priority Background Papers.docx](#)

*Sandra*

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Sandra L. Connors  
Senior Advisor  
Office of the Administrator  
US Environmental Protection Agency  
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(202)564-4231  
connors.sandra@epa.gov

**To:** Dravis, Samantha[dravis.samantha@epa.gov]  
**From:** Kime, Robin  
**Sent:** Thur 3/2/2017 10:26:31 PM  
**Subject:** Fwd: Updated FR queue lists  
[FR queue 3.1.2017\\_shortSortrev1.xlsx](#)  
[ATT00001.htm](#)  
[FR Packet 3.1.2017rev1.docx](#)  
[ATT00002.htm](#)

Hi  
Sending these so you have them electronically.

Sent from my iPhone

Begin forwarded message:

**From:** "Tyree, JamesN" <[tyree.jamesn@epa.gov](mailto:tyree.jamesn@epa.gov)>  
**Date:** March 2, 2017 at 5:00:25 PM EST  
**To:** "Kime, Robin" <[Kime.Robin@epa.gov](mailto:Kime.Robin@epa.gov)>  
**Cc:** "Rees, Sarah" <[rees.sarah@epa.gov](mailto:rees.sarah@epa.gov)>, "Nickerson, William" <[Nickerson.William@epa.gov](mailto:Nickerson.William@epa.gov)>  
**Subject: Updated FR queue lists**

Hi Robin,  
Per Sarah's request, attached are updated FR queue lists.

The FR Packet 3.1.2017rev1.docx file contains "Documents with Immediate Deadlines" and "Documents Submitted to OFR Since January 20, 2017" tables.

The FR queue 3.1.2017\_shortSortrev1.xlsx file is all FR Queue Active Master List with short descriptions sorted by priority and category.

**James Tyree, P.E.**  
Policy and Regulatory Analysis Division  
Office of Policy, Office of Regulatory Policy and Management  
U.S. EPA  
202.564.2658

**Organizer:** Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Burton, Tamika  
**Location:** WJC-N 3412  
**Importance:** Normal  
**Subject:** Upcoming SAB Meetings  
**Start Time:** Wed 2/8/2017 3:00:00 PM  
**End Time:** Wed 2/8/2017 3:45:00 PM  
**Required Attendees:** Mccabe, Catherine; Burden, Susan; Knapp, Kristien; Zarba, Christopher; Reeder, John; Carpenter, Thomas; Johnston, Khanna; Kenny, Shannon

Fact sheet-SAB Fall 2016 Reg Rev.docx  
Upcoming Web Postings Needed 1-31-17.docx

Sct: Tamika 564-4711

Susan will provide briefing materials.

## **Options to Initiate the Science Advisory Board's Consideration of Planned Actions in the Fall 2016 Regulatory Agenda**

Issue: Administrator and EPA senior leadership transition creates uncertainty whether all the major planned actions in the Fall 2016 Regulatory Agenda will move forward and whether the Agency is required to provide the major planned actions to the Science Advisory Board (SAB) at this time.

### Background:

- The EPA and SAB processes to identify planned actions that the SAB may wish to provide advice to the Administrator are publicly available and conducted in compliance with the Federal Advisory Committee Act. (See SAB Fact Sheet: Process to Identify EPA Planned Actions for Consideration by the Science Advisory Board)
- The Office of Policy identified 14 major planned actions in the Fall 2016 Regulatory Agenda as part of the standard SAB screening review of the Regulatory Agenda.
- 3 actions are in the proposal stage of the EPA Action Development Process.
  - 2 Toxic Substance Control Act (as amended) Planned actions are proposed by the Office Chemical Substances and Pollution Prevention. Final Rules to be promulgated 6/22/2017
  - 1 Renewable Fuel Volume Standards for 2018 and 2019 is not yet proposed by planned by the Office of Air.
- 11 actions are in the long term stage of the EPA Action Development Process.
  - 8 Risk and Technology Reviews of sectors in the National Emissions Standards for Hazardous Air Pollutants are planned by the Office of Air and Radiation. Proposal schedules are not available.
  - An Endangerment Finding for Lead Emissions from Piston-Engine Aircraft Using Leaded Aviation Gasoline is a long term action planned by the Office of Air and Radiation. Finding scheduled 12/2017 in response to court ordered response to petition
  - A standard for The Control of Air Pollution from Aircraft and Aircraft Engines: Proposed Green House Gases Emissions Standards and Test Procedures is a long term action planned by the Office of Air and Radiation. Proposal scheduled by 1/2018
  - Emission Guidelines for the Existing Oil and Natural Gas Sector is a long term planned action by the Office of Air and Radiation. No schedule provided.

### Option 1

Do not provide the planned major actions to the Science Advisory Board until the new Administrator and EPA senior leadership have decided whether planned major actions will move forward.

#### Pros:

- Removes uncertainty on which actions will move forward
- SAB resources are not spent on actions that may not proceed.

Cons:

- Fall 2016 Regulatory Agenda was published and publicly available.
- Option does not follow the process developed by EPA senior leadership (2012) and SAB to meet the statutory requirement to provide actions to the SAB at the time of formal interagency review.
- Not providing action(s) to the SAB has led to lawsuit alleging violation of the Administrative Procedures Act in attempts to vacate promulgated rules.

Option 2

Present three planned actions in the proposal stage to the Board to conduct screening review. Defer the “long term” actions to future Regulator Agendas

Pro:

- The two TSCA actions are proposed and required by TSCA as amended.
- May not be included in recent Executive Order as they are required by TSCA amended
- High stakeholder involvement and industry support for the TSCA amendments.
- Renewal Fuel Volume standards are an annual action and the Board has found the actions do not merit further review
- In previous screening reviews, the agency has deferred providing long term actions to the SAB for review based on limited available information. Actions are tracked and considered in subsequent SAB screening of Regulatory Agendas.

Con:

- Assumes the three planned actions in the proposal stage actions are moving forward.

Option 3

Program offices and the SAB Staff Office evaluate planned actions to identify which actions have sufficient information to present to the SAB for consideration in the screening of the Regulatory Agenda. Defer the “long term” actions without sufficient information to future screening reviews of subsequent Regulatory Agenda. Initiate SAB Work Group to consider the identified planned actions.

Pro:

- This option is the current practice to screen the Regulatory Agenda
- Meets the spirit of statutory requirements while providing flexibility to EPA program offices
- Provides the SAB sufficient time to provide advice
- Provides EPA sufficient time to consider the SAB advice and the Board has found the actions do not merit further review

February 2017

- In previous screening reviews, the agency has deferred providing long term actions to the SAB for review based on limited available information. Actions are tracked in subsequent SAB screening of Regulatory Agendas

Con:

- Assumes the planned actions are moving forward

## Major Planned Actions in the Fall 2016 Semi-Annual Regulatory Agenda

RIN	Title	Agenda Stage of Rulemaking
<b>Ex. 5 - Deliberative Process</b>		

**Issue: Upcoming Web Posting Needs for the Science Advisory Board (SAB) and the Clean Air Scientific Advisory Committee (CASAC)**

**Background**

- The SAB and the CASAC are federal advisory committees chartered under the Federal Advisory Committee Act (FACA).
- FACA and the Implementing Regulations require that the SAB and CASAC provide advance public notice in the Federal Register of committee meetings.
- The regulations require a minimum 15-day advance notice of advisory committee meetings; EPA's policy has been to provide approximately 30 days of advance notice to the public in the interest of transparency and to enhance public participation.
- The regulations require that meeting minutes be prepared with 90 days of an advisory committee meeting.
- FACA and the Implementing Regulations also require contemporaneous public availability of materials provided to federal advisory committees. EPA practice is to make materials public at the same time they are provided to the advisory committee, usually approximately 30 days prior to a meeting.
- At the time that final advisory reports from the SAB and the CASAC are transmitted to the EPA Administrator, they are also made available to the public via the SAB and CASAC web pages.
- All meeting materials, meeting minutes and draft and final advisory reports from the SAB and CASAC are made available to the public via the SAB and CASAC web pages, [www.epa.gov/sab](http://www.epa.gov/sab) and [www.epa.gov/casac](http://www.epa.gov/casac)

**Materials that will Need to be Posted to the EPA website for the SAB and CASAC in the coming weeks:**

- FR notices, meeting materials and agendas for upcoming meetings:

Date for FR Publication and Posting of Materials	Date of Meeting	Committee/Meeting Topic
February 20	March 20	CASAC Sulfur Oxides Panel
February 28	March 30	SAB Review of Lake Erie Nutrient Load Reduction Models and Targets
March 18	April 18	SAB Risk and Technology Review Methods Panel
April 24	May 24	CASAC Secondary NAAQS Review Panel for Oxides of Nitrogen and Sulfur
April 24	May 24	SAB Economy-Wide Modeling Panel

- Meeting Minutes for recent SAB and CASAC Meetings (e.g., meetings held in October-November 2016)
- Final SAB and CASAC reports that will be transmitted to the Administrator in the next few weeks
  - CASAC Review of the EPA's Policy Assessment for the Review of the NAAQS for Nitrogen Dioxide
  - SAB Review of EPA's Proposed Methodology for Updating Mortality Risk Valuation Estimates for Policy Analysis



**To:** Connors, Sandra[Connors.Sandra@epa.gov]; Hautamaki, Jared[Hautamaki.Jared@epa.gov]; Threet, Derek[Threet.Derek@epa.gov]; Knapp, Kristien[Knapp.Kristien@epa.gov]; Fonseca, Silvina[Fonseca.Silvina@epa.gov]  
**Cc:** Kenny, Shannon[Kenny.Shannon@epa.gov]; Reeder, John[Reeder.John@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Burden, Susan  
**Sent:** Thur 3/16/2017 1:19:55 PM  
**Subject:** RE: Background Papers Update (or lack thereof!)  
Priority Actions Tracking 031617.xlsx

Hi Shannon and others,

Attached is an Excel file that is our current understanding of which briefing papers have been submitted to the Administrator or Ryan Jackson. It is possible that other briefing documents have been submitted, but not tracked in this file.

The Excel file has three tabs: (1) priority briefings, (2) priority briefing papers, and (3) other items. The first two tabs track the priority briefings/briefing papers from Sandra's Word documents; the ID numbers in the Excel file match the numbers in the Word documents. (The "other items" tab are the action items we identified from the briefings that did not get carried over as "priority.")

Please let me know if you have any questions.

Thanks,

Susan

Susan Burden, Ph.D.  
Special Assistant (ORD, OCSPP, OCHP, SAB)  
Office of the Administrator  
U.S. Environmental Protection Agency  
Office: (202) 564-6308  
Cell: Ex. 6 - Personal Privacy

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**From:** Connors, Sandra  
**Sent:** Thursday, March 16, 2017 9:06 AM  
**To:** Hautamaki, Jared <Hautamaki.Jared@epa.gov>; Burden, Susan <Burden.Susan@epa.gov>; Threet, Derek <Threet.Derek@epa.gov>; Knapp, Kristien <Knapp.Kristien@epa.gov>; Fonseca, Silvina <Fonseca.Silvina@epa.gov>  
**Cc:** Kenny, Shannon <Kenny.Shannon@epa.gov>; Reeder, John <Reeder.John@epa.gov>; Flynn, Mike <Flynn.Mike@epa.gov>  
**Subject:** RE: Background Papers Update (or lack thereof!)

Susan – Could you please share with Shannon the initial listing of all of the requests from the program briefings? Thanks.

*Sandra*

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**From:** Connors, Sandra  
**Sent:** Wednesday, March 15, 2017 6:21 PM  
**To:** Hautamaki, Jared <[Hautamaki.Jared@epa.gov](mailto:Hautamaki.Jared@epa.gov)>; Burden, Susan <[Burden.Susan@epa.gov](mailto:Burden.Susan@epa.gov)>; Threet, Derek <[Threet.Derek@epa.gov](mailto:Threet.Derek@epa.gov)>; Knapp, Kristien <[Knapp.Kristien@epa.gov](mailto:Knapp.Kristien@epa.gov)>; Fonseca, Silvina <[Fonseca.Silvina@epa.gov](mailto:Fonseca.Silvina@epa.gov)>  
**Cc:** [Kenny.Shannon@epa.gov](mailto:Kenny.Shannon@epa.gov); Reeder, John <[Reeder.John@epa.gov](mailto:Reeder.John@epa.gov)>; Flynn, Mike <[Flynn.Mike@epa.gov](mailto:Flynn.Mike@epa.gov)>  
**Subject:** Background Papers Update (or lack thereof!)

I promised to update all after the 3:00 today but unfortunately it was cancelled. I was able to check in with Shannon, who

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mentioned that there may be a new approach on providing the complete set of background papers in a binder so perhaps best to wait until clearer direction comes tomorrow to reach out to programs to ask for any papers. Thanks for your patience.

*Sandra*

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ID	AAship	Action	Topic	Additional Notes	Assistant	Delivered To	Delivered On	File Name
1	OCSPP	Briefing	Chlorpyrifos (food tolerance)	<div>Ex. 5 - Deliberative Process</div>	Susan Burden	OCSPP met with Ryan Jackson	3/9/2017	
2	OCSPP	Briefing	TSCA framework rules - what is needed to meet the deadlines?		Susan Burden	Ryan Jackson (hard copy from Mike Flynn)	3/7/2017	Near-Term TSCA Actions, final
3	OLEM	Briefing	CCR solid waste plan approvals		Eileen Naples	Ryan Jackson (hard copy from Mike Flynn)	3/7/2017	CCR one pager 3_7_17 final
4	OAR	Briefing	RFS volume rule		Kristien Knapp	Ryan Jackson (hard copy from Mike Flynn)	3/7/2017	RFS Update 3 7 2017; APPENDIX RFS 2018 Annual Rule update for Administrator 3.7.2017.v4
5	ORD	Briefing	PFOA/PFOS/PFAS		Susan Burden	Information compiled by ORD to be sent to Mike 3/14; OW sent PFOS/PFOA info to Adm and Ryan Jackson on 2/24		Briefing_factsheet_PFAS follow up QA PCG (OW); Briefing_UCMR3 PWSs with PFOA PFOS_022317_v2 PCG (OW)
6	OW	Briefing	Issues related to the Puerto Rico SRF		Derek Threet			
7	OW	Briefing	WOTUS next steps		Derek Threet			
8	OW	Briefing	East Chicago options for SDWA 1431 petition					
9	OW	Briefing	Pebble Mine		Derek Threet			
10	OW	Briefing	Infrastructure - specific ideas and budget proposals to present to the WH		Derek Threet			
11	OA OCR	Briefing	EEO and Anti-Harassment policies and report		Eileen Naples			
12	OAR	Briefing	RFS reid vapor pressure-E15		Kristien Knapp			
13	OAR	Briefing	Cars/light trucks next steps		Kristien Knapp			
14	OECA	Briefing	Enforcement consent decrees - tiering criteria and process		Jared Hautamaki			
15	OITA	Briefing	Tribal jurisdictional issues (TAS) / tribal infrastructure needs		Kristien Knapp			
16	OCSPP	Briefing	New Chemical review process - identify issues, how we're addressing issues, timeline for addressing issues		Susan Burden			
17	OLEM	Briefing	Superfund sites (Portland Harbor, Westlake Landfill, Tar Creek)		Eileen Naples			
18	OECA	Briefing	Enforcement cases (Flint, Ameren, Colorado Springs, VW, Fiat)		Jared Hautamaki			
19	OECA	Briefing	National enforcement initiatives / environmental justice		Jared Hautamaki			

ID	AAship	Action	Topic	Additional Notes	Assistant	Delivered To	Delivered On	Filename
1	OA OCHP	Briefing Paper	HHS partnership and potential topics for outreach to the Secretary of HHS	Ex. 5 - Deliberative Process	Susan Burden	Ryan Jackson (email)	3/7/17	President's Task Force
2	OA OHS	Briefing Paper	Identify priority National Security Council projects and issue areas with EPA involvement			<i>Not yet provided, but is available (Susan has it)</i>		OHS 3-15-2017 WH NSC Engagements draft final
3	OA OP	Briefing Paper	Background on sector strategies		Eileen Naples			
4	OA OP	Briefing Paper	Impact of regulations on the economy					
5	OA OPA	Briefing Paper	Develop communications materials for local stations		Derek Threet			
6	OA OPEEE	Briefing Paper	Identify opportunities to engage rural communities (e.g., around water infrastructure)			<i>Not yet provided, but is available (Susan has it)</i>		Water Infrastructure in Rural Communities
7	OA OSBDU	Briefing Paper	Small business impact of dental amalgam rule		Eileen Naples			
8	OA OSBDU	Briefing Paper	Identify opportunities for the Administrator to participate in Small Business Outreach		Eileen Naples			
9	OA SAB	Briefing Paper	SGE on SAB and CASAC		Susan Burden			
10	OAR	Briefing Paper	Explore ways to celebrate Acid Rain success at state and local level		Kristien Knapp			
11	OAR	Briefing Paper	Explore ways to heighten awareness of radon		Kristien Knapp			
12	OAR	Briefing Paper	Develop list of international organizations/bodies where EPA is a member or is the primary U.S. Gov't rep.		Kristien Knapp			
13	OAR	Briefing Paper	Statutory deadlines – costs and opportunities		Kristien Knapp			
14	OAR	Briefing Paper	NAAQS – status of Clean Air Act Section 126 petitions		Kristien Knapp			
15	OAR	Briefing Paper	Regional haze		Kristien Knapp			
16	OARM	Briefing Paper	Space consolidation		Eileen Naples			
17	OARM	Briefing Paper	SES processing		Eileen Naples			
18	OARM	Briefing Paper	EAB/AJL		Eileen Naples			
19	OARM	Briefing Paper	Suspension and debarment		Eileen Naples			
20	OCSPP	Briefing Paper	Worker Protection Standard - request to extend the implementation date		Susan Burden			
21	OCSPP	Briefing Paper	PCBs in schools - what are the enforcement options? Should there be a public outreach effort?		Susan Burden	Ryan Jackson (email)	3/7/17	PCBs in Schools 3.7.17
22	OCSPP	Briefing Paper	Compliance with the Endangered Species Act		Susan Burden			
23	OECA	Briefing Paper	EJ Metrics/National Measures		Jared Hautamaki	Justin Schwab (email)	3/2/17	National Measures of EJ Efforts
24	OECA	Briefing Paper	Protective Service Detail		Jared Hautamaki			
25	OECA	Briefing Paper	Use of penalties and other settlement relief to support projects that mitigate harm		Jared Hautamaki			
26	OECA	Briefing Paper	The federal role in bringing enforcement actions in States		Jared Hautamaki			
27	OECA	Briefing Paper	Areas of significant non-compliance and allocation of enforcement resources among media program areas		Jared Hautamaki			
28	OEI	Briefing Paper	Challenges in Central Data Exchange (CDX) from both EPA and states		Derek Threet			
29	OEI	Briefing Paper	Budget needs		Derek Threet			
30	OEI	Briefing Paper	eDiscovery - technology and personnel		Derek Threet			
31	OEI	Briefing Paper	FOIA		Derek Threet			
32	OGC	Briefing Paper	External Civil Rights Office Coordination with Regional/State Feedback		Jared Hautamaki			
33	OGC	Briefing Paper	Summer Law Clerk Hiring		Jared Hautamaki			
34	OITA	Briefing Paper	Update on all anticipated Treatment Similar to States (TSS) applications to Administrator and include info on breakdown of percentage of tribes with TSS		Kristien Knapp			
35	OITA	Briefing Paper	Identify areas of cooperation and interest with the State Department, including progress on State's Strategic and Economic Dialogue with China		Kristien Knapp			
36	OLEM	Briefing Paper	Develop Emergency Response issue paper and talking points for Cabinet and other counterparts (e.g., Homeland Security, DOT, FEMA)		Eileen Naples			
37	OLEM	Briefing Paper	EPA Voluntary Response Corps (RSC)		Eileen Naples	Ryan Jackson (email)	3/3/17	RSC Summary_2-28-17; RSC fact sheet for volunteers; RSC fact sheet for managers; rsc_newsletter_2016_issue11_508_07 2216; 2072_Response Support Corps Order
38	OLEM	Briefing Paper	Gold King Mine After Action Report		Eileen Naples	Ryan Jackson (email)	3/3/17	GKM After Action Summary; GKM After-Action Review Team Report; Rearview Mirror Report - Final
39	OLEM	Briefing Paper	Superfund funding opportunities and deficiencies		Eileen Naples			
40	OLEM	Briefing Paper	Gold King Mine Superfund Allowable costs		Eileen Naples	Ryan Jackson (email)	3/3/17	Gold King Mine reimbursements summary 03 01 17
41	OLEM	Briefing Paper	Benefits of Brownfields		Eileen Naples			
42	ORD	Briefing Paper	Lab coordination - internal coordination (ORD, regions, programs) and state access to EPA expertise and facilities		Susan Burden			
43	ORD	Briefing Paper	Air and water monitoring technologies and innovation		Susan Burden			
44	ORD	Briefing Paper	Tire crumb research		Susan Burden			

ID	AAship	Action	Topic	Additional Notes	Assistant	Delivered To	Delivered On	Filename
45	ORD	Briefing Paper	Role of the Science Advisor -- discuss pros and cons of having a Science Advisor separate from the ORD AA	<b>Ex. 5 - Deliberative Process</b>	Susan Burden			
46	ORD	Briefing Paper	Integrated Risk Information System (IRIS)		Susan Burden			
47	OW	Briefing Paper	Discussion points for first meeting with USDA on nutrient pollution - how best to coordinate on non-point source (NPS) issues, especially actions of mutual interest with USDA		Derek Threet			
49	OW	Briefing Paper	Data on how states are doing with corrosion control		Derek Threet	Administrator, Ryan Jackson (email)	2/28/17	Briefing_Factsheet_LCR State Needs_revised_fv_PCG
50	OW	Briefing Paper	List of communities and systems with PFOA/PFOS issues and a description of current and potential health threats		Derek Threet	Administrator, Ryan Jackson (email)	2/24/17	Briefing_factsheet_PFAS follow up QA PCG; Briefing_UCMR3 PWSs with PFOA PFOS_022317_v2 PCG
51	OW	Briefing Paper	Provide a list of EPA's water security-related responsibilities		Derek Threet	Administrator, Ryan Jackson (email)	2/24/17	Factsheet_Water Security_update WSD 02 23 18 PCG DT
52	OW	Briefing Paper	Current status of states' abilities to provide oversight of drinking water systems and EPA's ability to exercise emergency orders/authorities		Derek Threet			

ID	AAship	Action	Topic	Additional Notes	AO Special Assistant
	OA OCHP	Briefing Paper	Explore communications and outreach activities around PCBs in schools	<b>Ex. 5 - Deliberative Process</b>	Susan Burden
	OA OPEEE	Event	Earth Day in Dallas		
	OA OPEEE	Administration Feedback	President's Environmental Youth Awards (PEYA) and the Presidential Innovation Award for Environmental Educators		t
	OA OPEEE	Engagement Opportunity	Green Sports Alliance and collaboration between EPA and Major League Baseball re homeowner turf care		
	OA OSBDU	Staffing Development	Increase the number of Small Business Regional Representatives in the regions		Eileen Naples
	OA OSBDU	Event	Small Business Annual Meeting		Eileen Naples
	OAR	Briefing	RFS schedule and key issues; status of RFS hardship waivers		Kristien Knapp
	OAR	Briefing Paper	Feedback on Fiat		Kristien Knapp
	OAR	Event	Schedule visits with national experts in Ann Arbor, RTP, etc radiation labs in AL and Las Vegas		Kristien Knapp
	OAR	Briefing Paper	Provide NTAA agenda for Feb 27 meeting		Kristien Knapp
	OAR	Briefing Paper	ICR on oil and gas status		s Kristien Knapp

ID	AAship	Action	Topic	Additional Notes	AO Special Assistant Kristien Knapp
	OITA	Briefing	Jurisdictional challenges (including feedback on issues related to the designation of treatment similar to states)	<div data-bbox="1213 509 1713 546">Ex. 5 - Deliberative Process</div>	Kristien Knapp
	OITA	Briefing	Needs and opportunities – infrastructure on tribal lands		Kristien Knapp
	OLEM	Spot Report	Add Ryan to Spot Report list (Oroville, etc)		Eileen Naples
	ORD	Briefing?	ORD support for New Chemical reviews conducted by OCSPP		Susan Burden
	ORD	Event	Tour of computational toxicology facility in Gaithersburg, MD		Susan Burden
	OW	Briefing	List of universities/land grant colleges involved in the nutrient technology challenge and general information on how EPA is working with them with respect to water technology		Derek Threet

**To:** Bailey, Chad[Bailey.Chad@epa.gov]; Bloomer, Bryan[Bloomer.Bryan@epa.gov]; Burke, Thomas[Burke.Thomas@epa.gov]; Charmley, William[Charmley.William@epa.gov]; Costa, Dan[Costa.Dan@epa.gov]; 'craig.beth@epa.gov'[craig.beth@epa.gov]; Dunham, Sarah[Dunham.Sarah@epa.gov]; DeMocker, Jim[DeMocker.Jim@epa.gov]; Fegley, Robert[Fegley.Robert@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; 'grundler.christoper@epa.gov'[grundler.christoper@epa.gov]; Haeuber, Richard[Haeuber.Richard@epa.gov]; 'higgins.becky@epa.gov'[higgins.becky@epa.gov]; Hoyer, Marion[hoyer.marion@epa.gov]; Cook, Leila[cook.leila@epa.gov]; Hubbell, Bryan[Hubbell.Bryan@epa.gov]; Hunt, Sherri[Hunt.Sherri@epa.gov]; Johnson, Jim[Johnson.Jim@epa.gov]; Jones, Jim[Jones.Jim@epa.gov]; Kadeli, Lek[Kadeli.Lek@epa.gov]; Kasman, Mark[Kasman.Mark@epa.gov]; Kolb, Laura[Kolb.Laura@epa.gov]; McCabe, Janet[McCabe.Janet@epa.gov]; Owen, Russell[Owen.Russell@epa.gov]; Page, Steve[Page.Steve@epa.gov]; Preuss, Peter[Preuss.Peter@epa.gov]; Harvey, Reid[Harvey.Reid@epa.gov]; Robarge, Gail[Robarge.Gail@epa.gov]; Sargeant, Kathryn[sargeant.kathryn@epa.gov]; Sasser, Erika[Sasser.Erika@epa.gov]; Simon, Karl[Simon.Karl@epa.gov]; Shaw, Betsy[Shaw.Betsy@epa.gov]; Teichman, Kevin[Teichman.Kevin@epa.gov]; Trovato, Ramona[Trovato.Ramona@epa.gov]; Vandenberg, John[Vandenberg.John@epa.gov]; Winner, Darrell[Winner.Darrell@epa.gov]; 'Stan Meiburg (Meiburg.stan@Epa.gov)'[Meiburg.stan@Epa.gov]; 'aayala@arb.ca.gov'[aayala@arb.ca.gov]; bcroes@arb.ca.gov[bcroes@arb.ca.gov]; 'mnichols@arb.ca.gov'[mnichols@arb.ca.gov]; 'michael.claggett@fhwa.dot.gov'[michael.claggett@fhwa.dot.gov]; 'cecilia.ho@dot.gov'[cecilia.ho@dot.gov]; 'april.marchese@fhwa.dot.gov'[april.marchese@fhwa.dot.gov]; 'victoria.martinez@fhwa.dot.gov'[victoria.martinez@fhwa.dot.gov]; 'gurpreet.singh@ee.doe.gov'[gurpreet.singh@ee.doe.gov]; 'carl.maronde@netl.doe.gov'[carl.maronde@netl.doe.gov]  
**Cc:** dgreenbaum@healtheffects.org[dgreenbaum@healtheffects.org]; Robert O'Keefe[ROKeefe@healtheffects.org]; Kelley-Anne Clisham[kaclisham@healtheffects.org]

**From:** Rashid Shaikh  
**Sent:** Wed 3/8/2017 5:02:10 PM  
**Subject:** Follow-up to yesterday's Sponsors meeting  
[HEI -- Sponsors Presentation 030617 - Final.pdf](#)  
[EPA Costa -- EPA 2017 sponsors meeting.pdf](#)  
[French 2017 Sponsors meeting.pdf](#)  
[Toyota Collect 2017 HEI Sponsors meeting.pdf](#)  
[Ford Wallington -- 2017 HEI Sponsors meeting.pdf](#)  
[Costantini 2016 Advanced Collaborative Emissions Study Emissions Control....pdf](#)

Dear HEI Sponsors:

Mysteries of Delta's flight scheduling notwithstanding, we were glad that several colleagues from EPA were able to join us by phone yesterday for the annual meeting with the HEI Research Committee; our thanks to all of you. Also, special thanks to Stacey Katz for attending in person. We thought that we had a very good meeting and we appreciate your support and your ideas and suggestions about HEI's current and future work.

I have attached copies of the presentations made during the meeting. I have also attached the paper summarizing the ACES program (Costantini et al., DOI 10.1007/s40825-016-0046-y). Please let me know if you have any questions.

We hope to see you in a couple of months at the HEI Annual Conference. With best wishes,

Rashid

Rashid

Rashid Shaikh, Ph.D.  
Director of Science  
Health Effects Institute  
75 Federal Street, 14<sup>th</sup> Floor  
Boston, MA 02110

Ex. 6 - Personal Privacy

[rshaikh@healtheffects.org](mailto:rshaikh@healtheffects.org)  
[www.healtheffects.org](http://www.healtheffects.org)





# Update on EPA Activities and Connections with HEI



HEI Sponsors' Meeting  
Boston, MA  
March 6, 2017



# Overview

- Success of EPA-HEI partnership
- HEI activities: Areas of particular interest to EPA
- Highlights from EPA's research and program offices
- Supplemental Information
  - EPA contacts
  - Current NAAQS review schedule
  - Current near-road monitoring sites

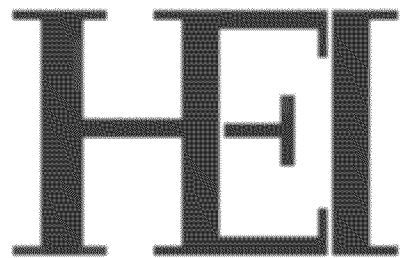


## EPA-HEI Partnership is Extremely Successful

- EPA-HEI partnership continues to provide impartial science that is high quality, timely, targeted, and useful
- HEI plays an important role in:
  - Fostering innovative research on important issues
  - Synthesizing, evaluating, and translating critical bodies of scientific literature
  - Promoting learning opportunities and supporting young investigators



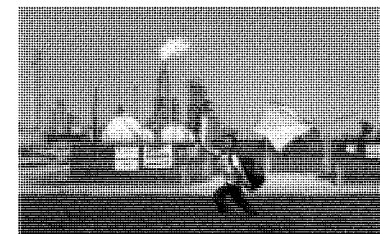
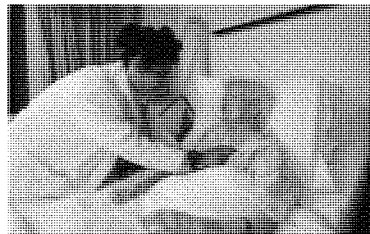
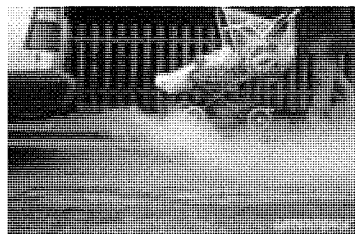
# HEI Activities: Areas of Particular Interest to EPA





# Improved Understanding of Health Effects

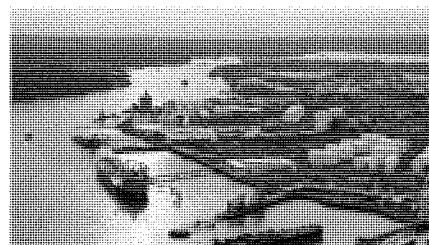
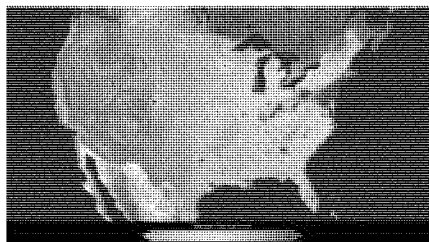
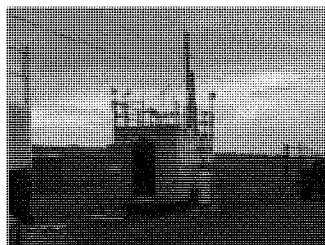
- Expanding our understanding of individual criteria pollutant exposures and health effects within a complex environment
  - Impacts of copollutants and non-pollutant stressors
  - Shape of the concentration-response at low ambient concentrations
  - Heterogeneity observed in health effect associations
  - Effects in at-risk populations and life stages
  - Modes of action through which effects occur
  - Health effects occurring outside the respiratory and cardiovascular systems
- Ongoing and upcoming studies on traffic-related exposure and health





# Better Characterization of Pollutant Exposure

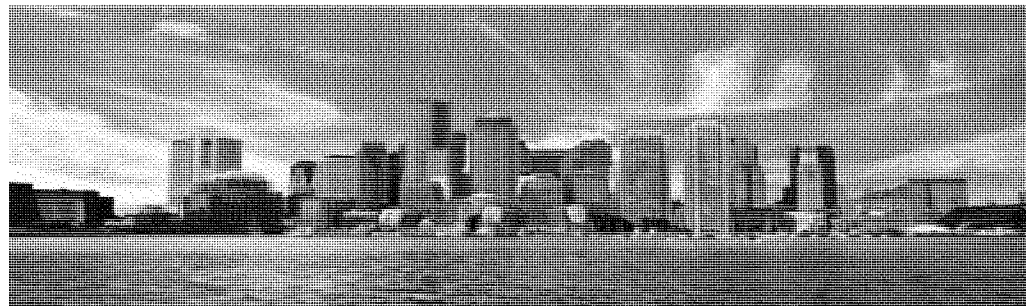
- Enhancing our understanding of the impact of particle characteristics on PM exposures and associated health effects
  - Role of PM composition and of size fractions in addition to PM<sub>2.5</sub> (i.e., coarse, ultrafine)
- Improving characterizations of pollutant exposures
  - Evaluating novel exposure surrogates in epidemiology studies (e.g., satellite, models)
  - Elucidating exposure concentrations, patterns and durations contributing to key effects
  - Improving exposure assessments in specific microenvironments
    - Including near-road environments, ports, and indoor environments (e.g., ongoing RFAs)
    - Assessing impacts of emerging fuels and technologies (e.g., fuel-PM workshop)



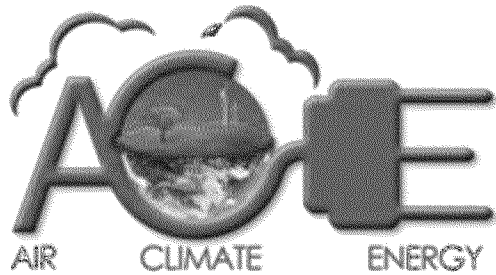


# Enhanced Methods for Informing Decisions to Improve Public Health

- Expanding knowledge and tools to support making decisions on air pollution control strategies that maximize health benefits achieved
  - EPA continues to promote multipollutant air quality management, providing information to state/local agencies in support of multipollutant planning
- Developing innovative approaches for evaluating public health impacts of air quality improvements
  - Accountability studies focused on the implementation of large-scale national regulatory programs, as well as regional or local actions, are of interest
- Increasing transparency and data access



# Highlights from EPA's Research and Program Offices...

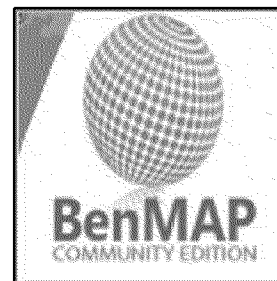
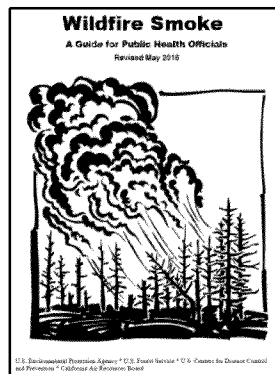
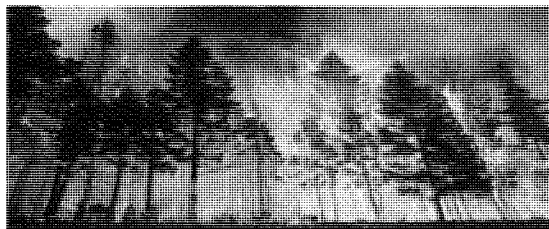
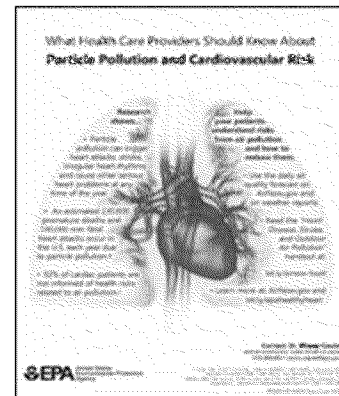






# Broadening Public Health Perspective

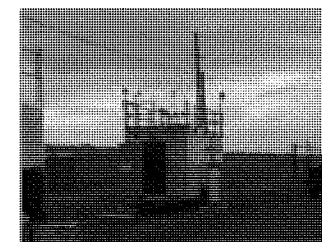
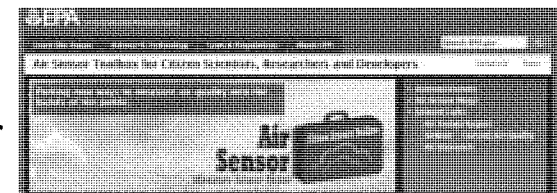
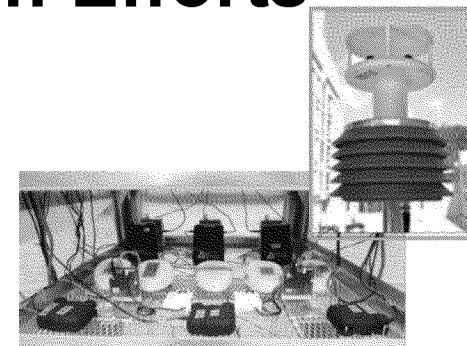
- Strengthening outreach to broader stakeholder groups (public health, medical professionals)
- Increasing focus on issues of national importance (e.g., wildland fires, multipollutant exposures, and exposure reduction strategies)
- Expanding communications and guidance for high pollution events
  - Updating Wildfire Smoke Guide (with other Federal and State agencies)
  - Improving AirNow, including making it more responsive to rapidly changing air quality
- Working to improve U.S. and international benefits assessments
  - Quantifying impacts of multipollutant and multi-stressor (e.g., temperature) exposures in BenMap-Community Edition (BenMap-CE)





# Expanding Ambient Data Collection Efforts

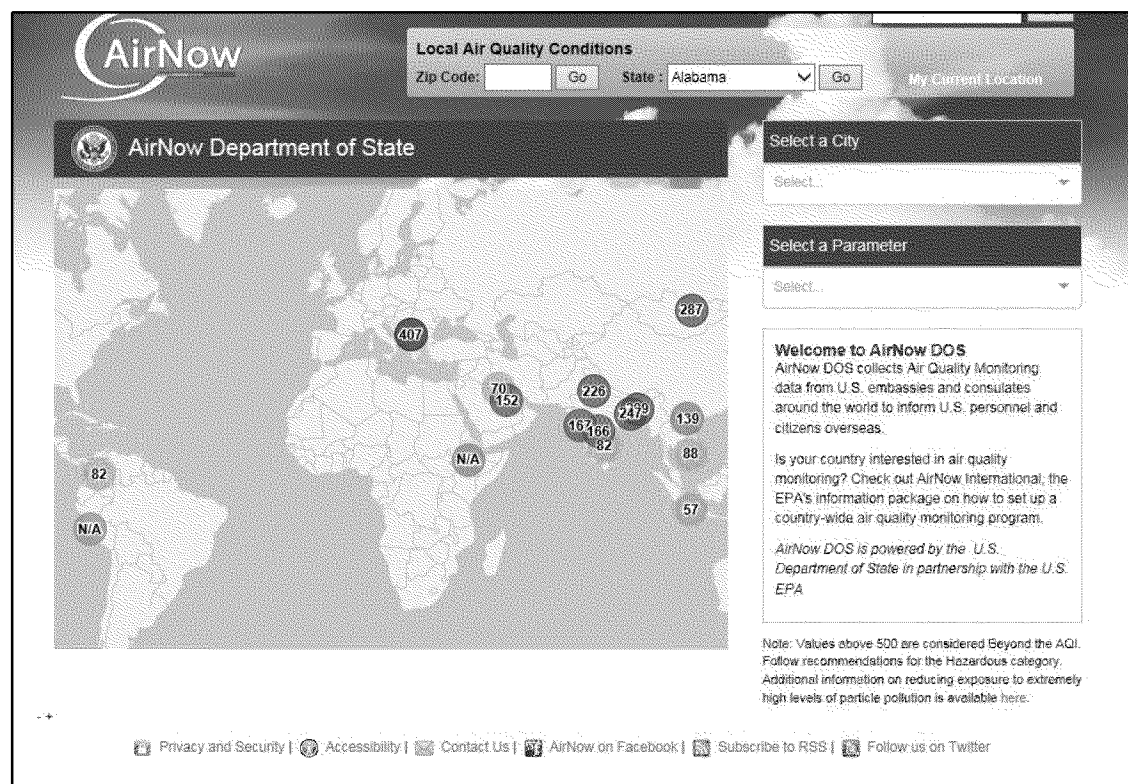
- Next generation of air monitoring is evolving rapidly
  - Low cost, portable sensors for measuring local air quality are becoming more publically available
  - [EPA's Air Sensor Toolbox website](#) represents primary clearinghouse for emerging technology findings and for sensor-related communications materials
- Near-roadway monitoring network may help to improve our understanding of pollutant exposures and health risks in near-road environment (see Supplemental Information)
  - NO<sub>2</sub> (70 monitors)
  - PM<sub>2.5</sub> (52 monitors)
  - CO (52 monitors)
- Air quality monitoring efforts at U.S. embassies in South America, Africa, India, Asia and Middle East improving our understanding of exposures internationally (see next slide)

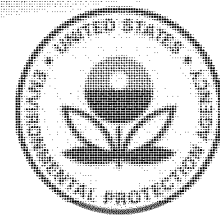




# AirNow & US Embassy Monitoring Program

- EPA certified monitors operated by US Embassy staff
- Online:
  - Mongolia (Ulaanbaatar)
  - India (5 cities)
  - Vietnam (2 cities)
  - Indonesia (Jakarta)
  - Bangladesh (Dhaka)
  - Bahrain (Manama)
  - Kuwait (Kuwait City)
  - Kosovo (Pristina)
  - Ethiopia (Addis-Ababa)
  - Peru (Lima)
  - Colombia (Bogota)
- Others coming soon:
  - China (6 cities)
- AirNow DOS serves as the reporting platform





# Indoor Environments

## Examining Indoor PM Issues

- Sponsored recent workshop convened by the National Academies of Science, Engineering and Medicine (NASEM) on the health risks of exposure to PM indoors
- Reviewing workshop summary report and considering strategies to further protect public from indoor exposures to PM
- Considering development of Indoor Air Quality (IAQ) metric(s) to improve building professionals' and public's ability to use IAQ management tools and to assess the outcomes of IAQ-related actions

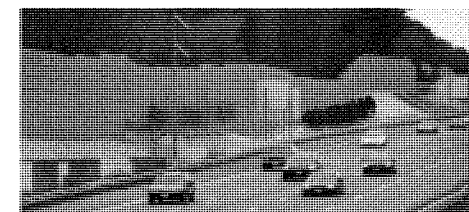
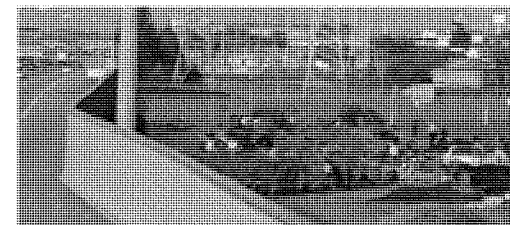




# Mobile Source Activities

## Near Roadway Highlights

- Evaluating effectiveness of vegetation barriers (field studies in Oakland, CA and Detroit, MI)
- Characterizing best practices for reducing near-road air pollution exposure at schools
- Ongoing development and evaluation of model algorithms for evaluating impacts of solid barriers (e.g., sound walls)



## Fuels – Ongoing Area of Focus

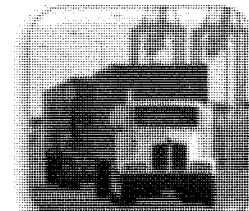
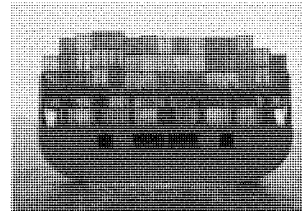
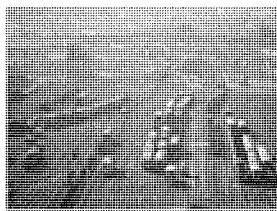
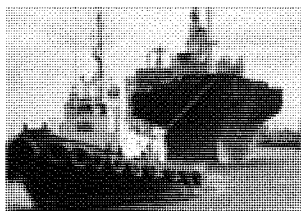
- EPA sets renewable fuel standard (RFS) volumes annually
- Collaborating with Environment and Climate Change Canada to assess fuel effects on gasoline direct-injection vehicle emissions
- Recent EPA monitoring analysis shows substantial decreases in ambient PM attributed to ocean-going vessels using lower sulfur fuel as part of the North American Emission Control Area



## EPA's Ports Initiative

Informed by a 2-year recommendation process under FACA, poised to be a one-stop resource center for proactively improving air quality in communities near ports, through the following elements:

- **Guidance:** Measurement tools and help to ID the best clean air investments
- **Collaboration:** Work with port-community to prioritize and advance clean air projects. Capacity-building tool pilot projects (Savannah, GA; New Orleans, LA; and Seattle, WA)
- **Coordination:** Align federal port-related activities to more effectively assist the port industry, communities, and state/local governments.
- **Communications:** [Web resource](#) for port industry, communities, stakeholders
- **Funding:** Connect existing efforts with clean air project opportunities at ports





# Making New Investments

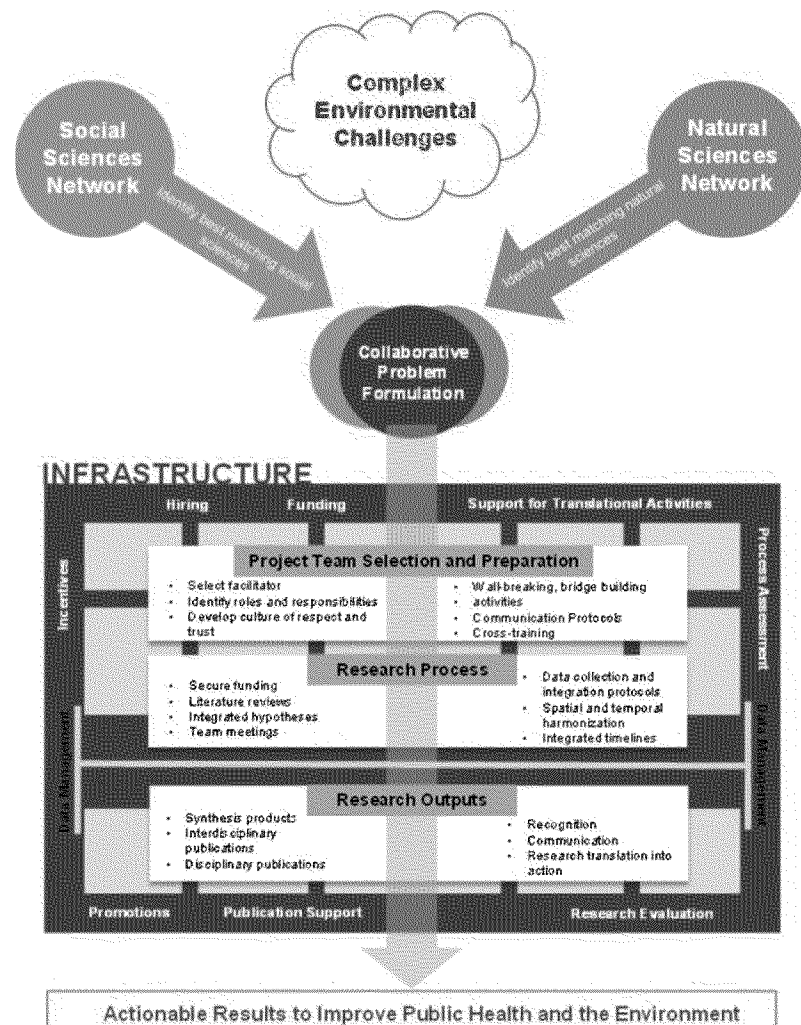
- Air, Climate, and Energy (ACE) Centers
  - Three 5-year centers funded in 2016
    - Center for Air, Climate and Energy Solutions (CACES), CMU
    - Harvard ACE Center
    - SEARCH: Solutions for Energy, Air, Climate and Health, Yale
  - Emphasis on implementation issues and improving our understanding of regional differences and multipollutant exposures within a changing climate
- Air Pollution Monitoring for Communities Grants
  - Six new grants funded in Summer 2016
  - Focused on development and use of low-cost air sensor technology, while engaging communities to learn more about local air quality
- Smart City Air Challenge
  - Enables two communities (Baltimore, MD; Lafayette, LA) to deploy hundreds of air quality sensors and make the data public





# Integrating Social and Natural Sciences

- Developing plan to improve integration of social sciences research into overall research portfolio
  - Including interdisciplinary social and natural scientists, multiple stakeholders
  - Focusing on problem formulation
  - Recently requested and received input from EPA's Board of Scientific Counselors (BOSC)







# Thank You...

# HEI

For continuing to provide research and analyses that benefit human health, the environment, and policy





# Supplemental Information



# EPA Contacts

## **Dan Costa, Sc.D., DABT, National Program Director**

Air, Climate & Energy Research  
Office of Research and Development  
[costa.dan@epa.gov](mailto:costa.dan@epa.gov); (919) 541-2532

## **Kathryn Sargeant, Deputy Division Director**

Assessment and Standards Division  
Office of Transportation and Air Quality  
[sargeant.kathryn@epa.gov](mailto:sargeant.kathryn@epa.gov); (734) 214-4441

## **Erika Sasser, Division Director**

Health and Environmental Impacts Division  
Office of Air Quality Planning and Standards  
[Sasser.erika@epa.gov](mailto:Sasser.erika@epa.gov); (919) 541-3889

## **Sherri Hunt, Ph.D., Matrix Interface for Air, Climate, and Energy**

National Center for Environmental Research  
Office of Research and Development  
[hunt.sherri@epa.gov](mailto:hunt.sherri@epa.gov); (202) 564-4486

# NAAQS Reviews: Status Update (February 2017)

	Ozone	Lead	Primary NO <sub>2</sub>	Primary SO <sub>2</sub>	Secondary (Ecological) NO <sub>2</sub> , SO <sub>2</sub> , PM <sup>1</sup>	PM <sup>2</sup>	CO
<b>Last Review Completed</b> <small>(final rule signed)</small>	Oct. 2015	Sept 2016	Jan 2010	Jun 2010	Mar 2012	Dec 2012	Aug 2011
<b>Recent or Upcoming Major Milestone(s)<sup>3</sup></b>	TBD <sup>4</sup>	TBD <sup>4</sup>	<u>Jan 2016</u> Final ISA  <u>Sep 2016</u> 1 <sup>st</sup> Draft PA  <u>Spring 2017</u> Final PA	<u>Dec 2016</u> 2 <sup>nd</sup> Draft ISA  <u>Feb 2017</u> REA Planning Document  <u>March 2017</u> CASAC review of Draft ISA and REA Planning Document	<u>Jan 2017</u> Final IRP  <u>Feb 2017</u> 1 <sup>st</sup> Draft ISA  <u>May 2017</u> CASAC review of 1 <sup>st</sup> Draft ISA	<u>Dec 2016</u> Final IRP  <u>Winter 2017/2018</u> 1 <sup>st</sup> draft ISA REA Planning Document	TBD <sup>4</sup>

**Additional information regarding current and previous NAAQS reviews is available at: <http://www.epa.gov/ttn/naaqs/>**

<sup>1</sup> Combined secondary (ecological effects only) review of NO<sub>2</sub>, SO<sub>2</sub>, and PM

<sup>2</sup> Combined primary and secondary (non-ecological effects) review of PM

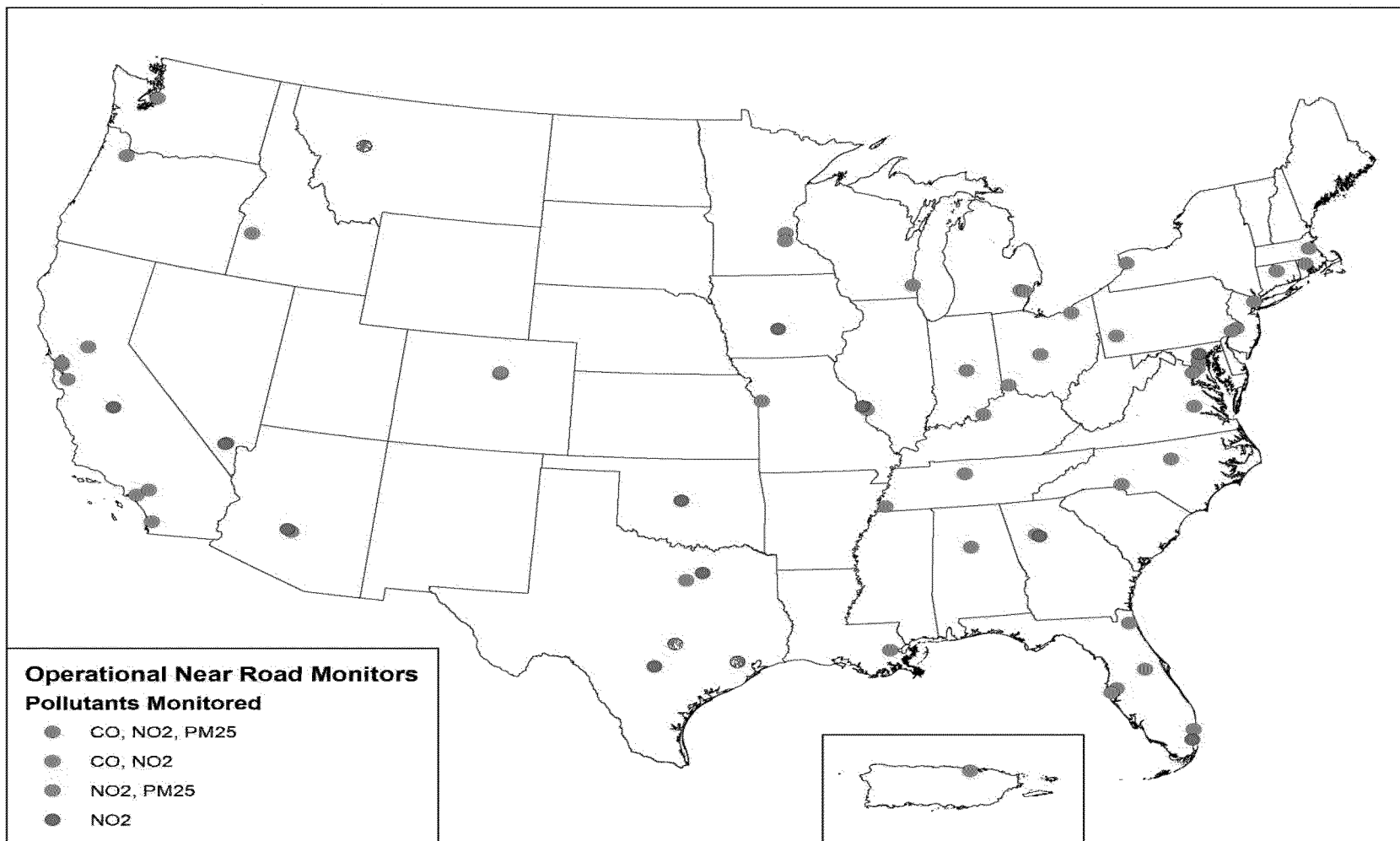
<sup>3</sup> IRP – Integrated Review Plan; ISA – Integrated Science Assessment; REA – Risk and Exposure Assessment; PA – Policy Assessment

<sup>4</sup> TBD = to be determined



# Locations of Near-Road Monitors

(as of February 2017)



**To:** Threet, Derek[Threet.Derek@epa.gov]; Burden, Susan[Burden.Susan@epa.gov]; Naples, Eileen[Naples.Eileen@epa.gov]; Hautamaki, Jared[Hautamaki.Jared@epa.gov]; Knapp, Kristien[Knapp.Kristien@epa.gov]; Fonseca, Silvina[Fonseca.Silvina@epa.gov]  
**Cc:** Reeder, John[Reeder.John@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]  
**From:** Connors, Sandra  
**Sent:** Tue 3/7/2017 9:35:11 PM  
**Subject:** FUTURE BRIEFINGS/BACKGROUND PAPERS  
[Priority Briefings.docx](#)  
[Priority Background Papers.docx](#)

SAs – FYI - The draft lists (attached) are undergoing further review by Byron Brown, David Schnare and Samantha Davis so please stay tuned.

The list of 4 briefings requested by Mike at Senior Staff and highlighted in his message are still expected however as you discussed today (with PFCs soon to follow). The remaining topics on the briefings list are also expected to have papers developed but please hold on requesting papers to be developed for the topics on the background papers list.

We also discussed the need to utilize the template used during transition for future papers so OP will be granting access to the special assistants so that you can see the content of existing papers and utilize existing content whenever possible.

I'll be out W-F and Susan has kindly agreed to keep these listings updated.

*Sandra*

---

Sandra L. Connors  
Senior Advisor  
Office of the Administrator  
US Environmental Protection Agency  
1200 Pennsylvania Avenue, Room 3317  
Washington, DC 20460  
(202)564-4231  
connors.sandra@epa.gov

**To:** Flynn, Mike[Flynn.Mike@epa.gov]  
**Cc:** McCabe, Catherine[McCabe.Catherine@epa.gov]  
**From:** Connors, Sandra  
**Sent:** Thur 2/16/2017 12:07:35 PM  
**Subject:** Re: CASAC Federal Register Notice

Yes - and clarified that the planning document was good to go too.

Sent from my iPhone

> On Feb 16, 2017, at 6:48 AM, Flynn, Mike <Flynn.Mike@epa.gov> wrote:

>

> Thanks Sandra. I actually asked about this during the meeting but in the flurry of other issues, left unclear so thanks for following up. As you know, this FR needs to get out asap so I trust you conveyed the importance of moving it forward quickly.

>

> Mike

>

> Mike Flynn

> Acting Deputy Administrator

> U.S. Environmental Protection Agency

>

>

>> On Feb 16, 2017, at 6:40 AM, Connors, Sandra <Connors.Sandra@epa.gov> wrote:

>>

>> FYI - I checked in with OP after the meeting regarding this Advisory Committee Meeting Notice and associated Planning Document notice. They inadvertently omitted it from the list yesterday and asked if we needed to loop back with you. I said that all were on board and to please proceed.

>>

>> Sent from my iPhone

**To:** Schnare, David[schnare.david@epa.gov]  
**Cc:** Flynn, Mike[Flynn.Mike@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]; Rees, Sarah[rees.sarah@epa.gov]; Benton, Donald[benton.donald@epa.gov]  
**From:** Kenny, Shannon  
**Sent:** Wed 2/15/2017 3:52:37 PM  
**Subject:** New draft of Pruitt outline  
[Feb 14 Issues List OP Feb 15 2017.docx](#)  
[ATT00001.htm](#)  
[Planned signatures through April 2017 Feb 13 2017.xlsx](#)  
[ATT00002.htm](#)  
[Effective date Feb 14 2017.docx](#)  
[ATT00003.htm](#)  
[FR queue 2.15.2017 DSchnare.xlsx](#)  
[ATT00004.htm](#)

Hi David, here is a new draft, along with accompanying lists. Let us know if we can help any other way.  
Shannon

Attachments:

Attached is the draft priorities list with additional information regarding details of the actions and issues included. Also attached are the following lists: 1) planned signatures through April 2017 (a separate tab for actions that we know have judicial deadlines), 2) delayed effective date actions, and 3) the queue of actions at OP awaiting submittal to the Federal Register.

## Ex. 5 - Deliberative Process



**To:** Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Burden, Susan  
**Sent:** Wed 2/15/2017 1:35:56 PM  
**Subject:** FW: FR Notice Heads Up

Hi Mike,

There was some email traffic on this yesterday afternoon (you were cc'ed on the emails between Chris Zarba and Catherine). It sounds as though everyone is on the same page re: moving forward with the March 20 CASAC meeting (described in Chris' email below). The next step is to get the FRN out the door. Because the meeting is scheduled for March 20, SAB would like the FRN to be published around Feb. 20 (30 days before the meeting). In our meeting yesterday, you said you would email Shannon and Sarah about the time sensitivity of the FRN. Have you emailed them?

Thanks,  
  
Susan

Susan Burden, Ph.D.  
Special Assistant (ORD, OCSPP, OCHP, SAB)  
Office of the Administrator  
U.S. Environmental Protection Agency  
Office: (202) 564-6308  
Cell: Ex. 6 - Personal Privacy

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**From:** Zarba, Christopher  
**Sent:** Monday, February 13, 2017 2:56 PM  
**To:** Flynn, Mike <Flynn.Mike@epa.gov>  
**Cc:** Reeder, John <Reeder.John@epa.gov>; Hull, George <Hull.George@epa.gov>; Richardson, RobinH <Richardson.RobinH@epa.gov>; Kenny, Shannon <Kenny.Shannon@epa.gov>; Connors, Sandra <Connors.Sandra@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>; Burden, Susan <Burden.Susan@epa.gov>; Johnston, Khanna <Johnston.Khanna@epa.gov>; Yeow, Aaron <Yeow.Aaron@epa.gov>  
**Subject:** FR Notice Heads Up

Mike,

Thank you for meeting with us last week. As requested the SAB Staff Office has submitted a Federal Register Notice to the Office of Policy. The action being taken is notification of a public meeting of the Clean Air Scientific Advisory Committee (CASAC) Sulfur Oxides Panel on March 20-21, 2017.

As part of the ongoing CASAC review process, the CASAC reviews scientific and technical documents produced by the Office of Research and Development and the Office of Air and Radiation that support the Agency's review of the National Ambient Air Quality Standards (NAAQS) for criteria pollutants. The purpose of the meeting is to review 2 EPA documents supporting the Agency's review of the Primary (health-based) NAAQS for Sulfur Oxides - the Second Draft Integrated Science Assessment (December 2016) and the Risk and Exposure Assessment Planning Document. The CASAC already reviewed a first draft of the Integrated Science Assessment in January 2016 and the Second Draft Integrated Science Assessment document has been publicly available since December 2016.

As required by the Federal Advisory Committee Act, public notice must be given at least 15 days in advance of a public meeting. However, SAB Staff Office general policy and public expectation is notification at least 30 days in advance. This allows sufficient time for the public to arrange travel and to review meeting materials, typically large scientific and technical documents. The meeting dates are March 20-21, 2017, so 30 days in advance would be February 20, 2017.

Thank you for your attention to this matter.

*Christopher S. Zarba*

**US EPA Science Advisory Board**

[zarba.christopher@epa.gov](mailto:zarba.christopher@epa.gov)

**O (202) 564-0760**

**M**

Ex. 6 - Personal Privacy

**To:** Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Reeder, John  
**Sent:** Tue 2/14/2017 7:00:11 PM  
**Subject:** FW: Science Advisory Board Briefing / Discussion  
Upcoming Web Postings Needed 1-31-17 (002).docx

Did you hear from Don or any of the TT on this? Chris heard from David K, orally. Is that enough to move forward?

---

**From:** Zarba, Christopher  
**Sent:** Tuesday, February 14, 2017 1:56 PM  
**To:** Kreutzer, David <kreutzer.david@epa.gov>  
**Cc:** Reeder, John <Reeder.John@epa.gov>; Johnston, Khanna <Johnston.Khanna@epa.gov>  
**Subject:** RE: Science Advisory Board Briefing / Discussion

Thank you for sharing the news that we could go forward with posting materials on the web and in the FR supporting 5 upcoming meetings and meeting minutes from two earlier meetings. Just to make sure we are all on the same page, could you confirm that in a response to this email?

The details of each of these meetings is located in the briefing materials I shared with you earlier and shared with Catherine M. when I briefed her last week. I attached an additional copy of that briefing.

Thank you for your help with this.

*Christopher S. Zarba*  
**US EPA Science Advisory Board**  
[zarba.christopher@epa.gov](mailto:zarba.christopher@epa.gov)  
**O (202) 564-0760**  
**M** Ex. 6 - Personal Privacy

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**From:** Kreutzer, David  
**Sent:** Wednesday, February 01, 2017 5:30 PM  
**To:** Zarba, Christopher <[Zarba.Christopher@epa.gov](mailto:Zarba.Christopher@epa.gov)>  
**Subject:** RE: Science Advisory Board Briefing / Discussion

Thank you very much. Look forward to talking with you.

---

**From:** Zarba, Christopher  
**Sent:** Wednesday, February 1, 2017 4:15 PM  
**To:** Kreutzer, David <[kreutzer.david@epa.gov](mailto:kreutzer.david@epa.gov)>  
**Subject:** Science Advisory Board Briefing / Discussion

In response to the February 1<sup>st</sup> email from Donald Benton to me and other managers at EPA I am in the process of scheduling an opportunity for me to brief you on the Science Advisory Board and its mission and activities. I expect that our first discussion will be a general discussion / briefing. However if you wish to focus on one or several topics that would be fine also. I have listed some likely topics below and provided some supporting materials in the event you would like a more focused discussion. These topics are only a suggestions so feel free to add, subtract or modify the agenda for this discussion to ensure it meets your needs. The suggested topics and supporting materials are as follows:

- 1) Overview of the SAB (*SABSO Briefing, SAB Org Diagram*)
- 2) Tier I & II panel formation, panel make up, state scientists, (*Fact sheet – State Scientists, Bloomberg BNA August, Senate Testimony*)
- 3) Upcoming SAB schedule of activities and public events (*SABCASAC Activities*).
- 4) Near term issues that need a decision Web Postings, SGE Onboarding (Upcoming Web Posting).

I will reach out to you via phone and email on Thursday to get your thoughts on timing and the agenda.

I look forward to an interesting and productive discussion.

*Christopher S. Zarba*

**US EPA Science Advisory Board**

[zarba.christopher@epa.gov](mailto:zarba.christopher@epa.gov)

**O (202) 564-0760**

**M** Ex. 6 - Personal Privacy

**Issue: Upcoming Web Posting Needs for the Science Advisory Board (SAB) and the Clean Air Scientific Advisory Committee (CASAC)**

**Background**

- The SAB and the CASAC are federal advisory committees chartered under the Federal Advisory Committee Act (FACA).
- FACA and the Implementing Regulations require that the SAB and CASAC provide advance public notice in the Federal Register of committee meetings.
- The regulations require a minimum 15-day advance notice of advisory committee meetings; EPA's policy has been to provide approximately 30 days of advance notice to the public in the interest of transparency and to enhance public participation.
- The regulations require that meeting minutes be prepared with 90 days of an advisory committee meeting.
- FACA and the Implementing Regulations also require contemporaneous public availability of materials provided to federal advisory committees. EPA practice is to make materials public at the same time they are provided to the advisory committee, usually approximately 30 days prior to a meeting.
- At the time that final advisory reports from the SAB and the CASAC are transmitted to the EPA Administrator, they are also made available to the public via the SAB and CASAC web pages.
- All meeting materials, meeting minutes and draft and final advisory reports from the SAB and CASAC are made available to the public via the SAB and CASAC web pages, [www.epa.gov/sab](http://www.epa.gov/sab) and [www.epa.gov/casac](http://www.epa.gov/casac)

**Materials that will Need to be Posted to the EPA website for the SAB and CASAC in the coming weeks:**

- FR notices, meeting materials and agendas for upcoming meetings:

Date for FR Publication and Posting of Materials	Date of Meeting	Committee/Meeting Topic
February 20	March 20	CASAC Sulfur Oxides Panel
February 28	March 30	SAB Review of Lake Erie Nutrient Load Reduction Models and Targets
March 18	April 18	SAB Risk and Technology Review Methods Panel
April 24	May 24	CASAC Secondary NAAQS Review Panel for Oxides of Nitrogen and Sulfur
April 24	May 24	SAB Economy-Wide Modeling Panel

- Meeting Minutes for recent SAB and CASAC Meetings (e.g., meetings held in October-November 2016)
- Final SAB and CASAC reports that will be transmitted to the Administrator in the next few weeks
  - CASAC Review of the EPA's Policy Assessment for the Review of the NAAQS for Nitrogen Dioxide
  - SAB Review of EPA's Proposed Methodology for Updating Mortality Risk Valuation Estimates for Policy Analysis

**To:** McCabe, Catherine[McCabe.Catherine@epa.gov]  
**Cc:** Reeder, John[Reeder.John@epa.gov]; Kenny, Shannon[Kenny.Shannon@epa.gov]; Rees, Sarah[rees.sarah@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Burden, Susan[Burden.Susan@epa.gov]; Johnston, Khanna[Johnston.Khanna@epa.gov]; Carpenter, Thomas[Carpenter.Thomas@epa.gov]  
**From:** Zarba, Christopher  
**Sent:** Mon 2/13/2017 9:52:52 PM  
**Subject:** SAB Screening Review of Planned Actions Fall 2016  
[AAdmin brief Fall 2016 Reg Rev.docx](#)

Catherine,

Attached is the briefing regarding the SAB screening review of planned actions you requested. We have compiled the background, status and options into a single briefing for you and the transition team. We amended the table of planned actions to indicate if descriptions of the action are available, enabling SAB consideration and if there is any publicly available information on the planned actions( i.e. schedule or similar actions with SAB reviews).

*Christopher S. Zarba*

**US EPA Science Advisory Board**

**zarba.christopher@epa.gov**

**O (202) 564-0760**

**M** Ex. 6 - Personal Privacy

**To:** Flynn, Mike[Flynn.Mike@epa.gov]  
**Cc:** Reeder, John[Reeder.John@epa.gov]; Hull, George[Hull.George@epa.gov]; Richardson, RobinH[Richardson.RobinH@epa.gov]; Kenny, Shannon[Kenny.Shannon@epa.gov]; Connors, Sandra[Connors.Sandra@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]; Burden, Susan[Burden.Susan@epa.gov]; Johnston, Khanna[Johnston.Khanna@epa.gov]; Yeow, Aaron[Yeow.Aaron@epa.gov]  
**From:** Zarba, Christopher  
**Sent:** Mon 2/13/2017 7:56:24 PM  
**Subject:** FR Notice Heads Up

Mike,

Thank you for meeting with us last week. As requested the SAB Staff Office has submitted a Federal Register Notice to the Office of Policy. The action being taken is notification of a public meeting of the Clean Air Scientific Advisory Committee (CASAC) Sulfur Oxides Panel on March 20-21, 2017.

As part of the ongoing CASAC review process, the CASAC reviews scientific and technical documents produced by the Office of Research and Development and the Office of Air and Radiation that support the Agency's review of the National Ambient Air Quality Standards (NAAQS) for criteria pollutants. The purpose of the meeting is to review 2 EPA documents supporting the Agency's review of the Primary (health-based) NAAQS for Sulfur Oxides - the Second Draft Integrated Science Assessment (December 2016) and the Risk and Exposure Assessment Planning Document. The CASAC already reviewed a first draft of the Integrated Science Assessment in January 2016 and the Second Draft Integrated Science Assessment document has been publicly available since December 2016.

As required by the Federal Advisory Committee Act, public notice must be given at least 15 days in advance of a public meeting. However, SAB Staff Office general policy and public expectation is notification at least 30 days in advance. This allows sufficient time for the public to arrange travel and to review meeting materials, typically large scientific and technical documents. The meeting dates are March 20-21, 2017, so 30 days in advance would be February 20, 2017.

Thank you for your attention to this matter.

*Christopher S. Zarba*

US EPA Science Advisory Board

zarba.christopher@epa.gov

O (202) 564-0760

M Ex. 6 - Personal Privacy

**To:** Connors, Sandra[Connors.Sandra@epa.gov]; Kenny, Shannon[Kenny.Shannon@epa.gov]  
**Cc:** Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Dunham, Sarah  
**Sent:** Fri 2/10/2017 3:22:03 PM  
**Subject:** RE: Quick Review of CASAC/Planning Document Highlight

Great, thanks!

---

**From:** Connors, Sandra  
**Sent:** Friday, February 10, 2017 10:19 AM  
**To:** Dunham, Sarah <Dunham.Sarah@epa.gov>; Kenny, Shannon <Kenny.Shannon@epa.gov>  
**Cc:** Flynn, Mike <Flynn.Mike@epa.gov>  
**Subject:** RE: Quick Review of CASAC/Planning Document Highlight

Sarah and Shannon – Catherine and Mike provided notice to the transition team yesterday and would like these actions to proceed to publication.

Thank you,

*Sandra*

---

Sandra L. Connors  
Senior Advisor  
Office of the Administrator  
US Environmental Protection Agency  
1200 Pennsylvania Avenue, Room 3317  
Washington, DC 20460  
(202)564-4231  
[connors.sandra@epa.gov](mailto:connors.sandra@epa.gov)

---

**From:** Dunham, Sarah  
**Sent:** Thursday, February 09, 2017 12:50 PM  
**To:** Connors, Sandra <[Connors.Sandra@epa.gov](mailto:Connors.Sandra@epa.gov)>  
**Subject:** RE: Quick Review of CASAC/Planning Document Highlight

Hi Sandra-

Attached is a somewhat longer than one page background document for this notice. But I think it is helpful, and puts in context the various related documents that are part of the ongoing NAAQS process.

Thanks  
Sarah

---

**From:** Connors, Sandra  
**Sent:** Thursday, February 09, 2017 10:54 AM  
**To:** Dunham, Sarah <[Dunham.Sarah@epa.gov](mailto:Dunham.Sarah@epa.gov)>  
**Subject:** Quick Review of CASAC/Planning Document Highlight

Sarah – Here’s what we are proposing to provide today or tomorrow. If you have something to attach, that would be great but can easily hold til tomorrow if that’s better. Thanks for all your help.

Clean Air Scientific Advisory Committee (CASAC) Meeting – Sulfur Oxides Panel March 20-21, 2017

# Ex. 5 - Deliberative Process

*Sandra*



---

Sandra L. Connors  
Senior Advisor  
Office of the Administrator  
US Environmental Protection Agency  
1200 Pennsylvania Avenue, Room 3317  
Washington, DC 20460  
(202)564-4231  
[connors.sandra@epa.gov](mailto:connors.sandra@epa.gov)

**To:** Flynn, Mike[Flynn.Mike@epa.gov]  
**Cc:** Grantham, Nancy[Grantham.Nancy@epa.gov]; Reeder, John[Reeder.John@epa.gov]  
**From:** Burden, Susan  
**Sent:** Fri 1/27/2017 7:14:12 PM  
**Subject:** Upcoming SAB Meetings

Hi Mike,

SAB has the following meetings on the horizon:

- **Ex. 5 - Deliberative Process**
- Risk and Technology Review in DC
- NAAQS Review in DC
- Economy Wide Modeling Review in DC

Prior to a meeting, SAB: (1) publishes an FRN announcing the meeting 30 days before it occurs, (2) posts information to their website about the meeting, and (3) puts a contract in place for meeting support. Because the CASAC meeting is planned for March, SAB is looking to initiate these planning activities for the CASAC meeting soon.

**Ex. 5 - Deliberative Process**

**Ex. 5 - Deliberative Process**

Nancy is already aware of this, so this email is to make sure that we're all on the same page. Please let me know if you have any questions.

Thanks,

Susan

Susan Burden, Ph.D.  
Special Assistant (ORD, OCSPP, OCHP, SAB)  
Office of the Administrator  
U.S. Environmental Protection Agency  
Office: (202) 564-6308  
Cell: (**Ex. 6 - Personal Privacy**)

**To:** Connors, Sandra[Connors.Sandra@epa.gov]  
**Cc:** Burden, Susan[Burden.Susan@epa.gov]  
**From:** Flynn, Mike  
**Sent:** Tue 2/28/2017 6:08:50 PM  
**Subject:** piece on CASAC may meeting  
FR Notice announcing draft report to be discussed at upcoming SAB Meeting.docx

Sandar, I realized I had put together the attached for our earlier discussion with Don. Just passing on

**To:** Connors, Sandra[Connors.Sandra@epa.gov]  
**Cc:** McCabe, Catherine[McCabe.Catherine@epa.gov]  
**From:** Flynn, Mike  
**Sent:** Thur 2/16/2017 11:48:08 AM  
**Subject:** Re: CASAC Federal Register Notice

Thanks Sandra. I actually asked about this during the meeting but in the flurry of other issues, left unclear so thanks for following up. As you know, this FR needs to get out asap so I trust you conveyed the importance of moving it forward quickly.

Mike

Mike Flynn  
Acting Deputy Administrator  
U.S. Environmental Protection Agency

> On Feb 16, 2017, at 6:40 AM, Connors, Sandra <Connors.Sandra@epa.gov> wrote:  
>  
> FYI - I checked in with OP after the meeting regarding this Advisory Committee Meeting Notice and associated Planning Document notice. They inadvertently omitted it from the list yesterday and asked if we needed to loop back with you. I said that all were on board and to please proceed.  
>  
> Sent from my iPhone

**To:** Burton, Tamika[burton.tamika@epa.gov]  
**From:** Flynn, Mike  
**Sent:** Wed 2/15/2017 5:08:48 PM  
**Subject:** Fwd: New draft of Pruitt outline  
[Feb 14 Issues List OP Feb 15 2017.docx](#)  
[ATT00001.htm](#)  
[Planned signatures through April 2017 Feb 13 2017.xlsx](#)  
[ATT00002.htm](#)  
[Effective date Feb 14 2017.docx](#)  
[ATT00003.htm](#)  
[FR queue 2.15.2017 DSchnare.xlsx](#)  
[ATT00004.htm](#)

Tamika, please print out two copies of the attached docs. Thx

Acting Deputy Administrator  
U.S. Environmental Protection Agency

Ex. 6 - Personal Privacy

Begin forwarded message:

**From:** "Kenny, Shannon" <Kenny.Shannon@epa.gov>  
**Date:** February 15, 2017 at 10:52:37 AM EST  
**To:** "Schnare, David" <schnare.david@epa.gov>  
**Cc:** "Flynn, Mike" <Flynn.Mike@epa.gov>, "Grantham, Nancy" <Grantham.Nancy@epa.gov>, "Rees, Sarah" <rees.sarah@epa.gov>, "Benton, Donald" <benton.donald@epa.gov>  
**Subject:** New draft of Pruitt outline

Hi David, here is a new draft, along with accompanying lists. Let us know if we can help any other way.  
Shannon

Attachments:

Attached is the draft priorities list with additional information regarding details of the actions and issues included. Also attached are the following lists: 1) planned signatures through April 2017 (a separate tab for actions that we know have judicial deadlines), 2) delayed effective date actions, and 3) the queue of actions at OP awaiting submittal to the Federal Register.

## Ex. 5 - Deliberative Process

**To:** Connors, Sandra[Connors.Sandra@epa.gov]  
**From:** Flynn, Mike  
**Sent:** Tue 2/14/2017 11:36:17 AM  
**Subject:** Fwd: SAB Screening Review of Planned Actions Fall 2016  
[AAdmin brief Fall 2016 Reg Rev.docx](#)  
[ATT00001.htm](#)

FYI

Acting Deputy Administrator  
U.S. Environmental Protection Agency

Ex. 6 - Personal Privacy

Begin forwarded message:

**From:** "Zarba, Christopher" <[Zarba.Christopher@epa.gov](mailto:Zarba.Christopher@epa.gov)>  
**Date:** February 13, 2017 at 4:52:52 PM EST  
**To:** "McCabe, Catherine" <[McCabe.Catherine@epa.gov](mailto:McCabe.Catherine@epa.gov)>  
**Cc:** "Reeder, John" <[Reeder.John@epa.gov](mailto:Reeder.John@epa.gov)>, "Kenny, Shannon" <[Kenny.Shannon@epa.gov](mailto:Kenny.Shannon@epa.gov)>, "Rees, Sarah" <[rees.sarah@epa.gov](mailto:rees.sarah@epa.gov)>, "Flynn, Mike" <[Flynn.Mike@epa.gov](mailto:Flynn.Mike@epa.gov)>, "Burden, Susan" <[Burden.Susan@epa.gov](mailto:Burden.Susan@epa.gov)>, "Johnston, Khanna" <[Johnston.Khanna@epa.gov](mailto:Johnston.Khanna@epa.gov)>, "Carpenter, Thomas" <[Carpenter.Thomas@epa.gov](mailto:Carpenter.Thomas@epa.gov)>  
**Subject:** SAB Screening Review of Planned Actions Fall 2016

Catherine,

Attached is the briefing regarding the SAB screening review of planned actions you requested. We have compiled the background, status and options into a single briefing for you and the transition team. We amended the table of planned actions to indicate if descriptions of the action are available, enabling SAB consideration and if there is any publicly available information on the planned actions( i.e. schedule or similar actions with SAB reviews).

*Christopher S. Zarba*

US EPA Science Advisory Board

[zarba.christopher@epa.gov](mailto:zarba.christopher@epa.gov)

O (202) 564-0760

M Ex. 6 - Personal Privacy

**To:** paul@times.org[paul@times.org]  
**From:** Jones, Enesta  
**Sent:** Mon 2/27/2017 4:01:33 PM  
**Subject:** EPA Responses

Good day, Paul!

Apologies for the delay. Our responses below are attributable to the agency or an EPA spokesperson.

**Request:**

In December EPA issued a document titled, "Second External Review Draft Integrated Science Assessment for Sulfur Oxides—Health Criteria." What is the EPA's intent with this rule? And given the change in administrations, what is the current status of the rule making process?

**Q: What is the EPA's intent with this rule?**

**Response:** The Clean Air Act requires periodic review of the science upon which the National Air Quality Standards (NAAQS) are based as well as the standards themselves. EPA is currently in the process of reviewing the primary NAAQS for sulfur oxides and released the Second External Review Draft Integrated Science Assessment for Sulfur Oxides—Health Criteria as part of the review process. More on the NAAQS review process can be found at: <https://www.epa.gov/criteria-air-pollutants/process-reviewing-national-ambient-air-quality-standards>

**Q: What is the current status of the rule making process?**

**Response:** The Second External Review Draft Integrated Science Assessment for Sulfur Oxides—Health Criteria is a comprehensive review, synthesis, and evaluation of the most policy-relevant science that is important to inform the NAAQS review. The document was made available by the Agency on 12/9/16. This draft document can be found here: <https://yosemite.epa.gov/sab/sabproduct.nsf/264cb1227d55e02c85257402007446a4/74b71633b217e26d852580370067e005!OpenDocument>

EPA will receive comment on the draft from the Clean Air Scientific Advisory Committee (CASAC), as well as the public, at the upcoming public meeting on March 20-21, 2017. The announcement for this meeting can be found here: <https://www.gpo.gov/fdsys/pkg/FR-2017-02-23/pdf/2017-03469.pdf>

**Enesta Jones**  
**U.S. EPA**  
**Office of Media Relations**  
**Office: 202.564.7873**  
**Cell:** Ex. 6 - Personal Privacy

**"The root of all joy is gratefulness."**

**To:** Press[Press@epa.gov]  
**From:** StClair, Christie  
**Sent:** Thur 2/23/2017 5:09:34 PM  
**Subject:** +RESPONSE: NON-TRANSITION: Portland Tribune, deadline ASAP

GTG?

Portland Tribune  
Paul Koberstein  
[paul@times.org](mailto:paul@times.org)  
Deadline ASAP (was 2/21)

**Request:**  
In December EPA issued a document titled, "Second External Review Draft Integrated Science Assessment for Sulfur Oxides—Health Criteria." What is the EPA's intent with this rule? And given the change in administrations, what is the current status of the rule making process?

**Response:**

1. What is the EPA's intent with this rule?

**Ex. 5 - Deliberative Process**

2. What is the current status of the rule making process?

**Ex. 5 - Deliberative Process**

Christie St. Clair  
Office of Public Affairs

Environmental Protection Agency  
Washington, DC  
o: 202-564-2880  
m: **Ex. 6 - Personal Privacy**

**From:** Drinkard, Andrea  
**Sent:** Thursday, February 23, 2017 11:35 AM  
**To:** Bremer, Kristen <Bremer.Kristen@epa.gov>; StClair, Christie <StClair.Christie@epa.gov>; Noonan, Jenny <Noonan.Jenny@epa.gov>; Millett, John <Millett.John@epa.gov>  
**Cc:** Jones, Enesta <Jones.Enesta@epa.gov>  
**Subject:** RE: MEDIA INQUIRY: Sulfur dioxide rule making - Portland Tribune, deadline 2/21

**Ex. 5 - Deliberative Process**

**From:** Bremer, Kristen  
**Sent:** Thursday, February 23, 2017 11:21 AM  
**To:** StClair, Christie <StClair.Christie@epa.gov>; Noonan, Jenny <Noonan.Jenny@epa.gov>; Drinkard, Andrea <Drinkard.Andrea@epa.gov>; Millett, John <Millett.John@epa.gov>



**Cc:** Jones, Enesta <[Jones.Enesta@epa.gov](mailto:Jones.Enesta@epa.gov)>

**Subject:** RE: MEDIA INQUIRY: Sulfur dioxide rule making - Portland Tribune, deadline 2/21

A few more minor edits, and links:

What is the EPA's intent with this rule?

# Ex. 5 - Deliberative Process

What is the current status of the rule making process?

# Ex. 5 - Deliberative Process

---

Kristen Bremer  
Policy Analysis & Communications  
U.S. EPA, Office of Air Quality Planning & Standards  
Email: [bremer.kristen@epa.gov](mailto:bremer.kristen@epa.gov)  
Phone: 919.541.9424  
Cell: Ex. 6 - Personal Privacy

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**From:** StClair, Christie  
**Sent:** Thursday, February 23, 2017 10:41 AM  
**To:** Bremer, Kristen <[Bremer.Kristen@epa.gov](mailto:Bremer.Kristen@epa.gov)>; Noonan, Jenny <[Noonan.Jenny@epa.gov](mailto:Noonan.Jenny@epa.gov)>; Drinkard, Andrea <[Drinkard.Andrea@epa.gov](mailto:Drinkard.Andrea@epa.gov)>; Millett, John <[Millett.John@epa.gov](mailto:Millett.John@epa.gov)>  
**Cc:** Jones, Enesta <[Jones.Enesta@epa.gov](mailto:Jones.Enesta@epa.gov)>  
**Subject:** RE: MEDIA INQUIRY: Sulfur dioxide rule making - Portland Tribune, deadline 2/21

Thanks, Kristen. Andrea or John, you'll let me know when this is final?

**Christie St. Clair**  
Office of Public Affairs

Environmental Protection Agency  
Washington, DC  
o: 202-564-2880  
m: Ex. 6 - Personal Privacy

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**From:** Bremer, Kristen  
**Sent:** Thursday, February 23, 2017 10:37 AM  
**To:** Noonan, Jenny <[Noonan.Jenny@epa.gov](mailto:Noonan.Jenny@epa.gov)>; Drinkard, Andrea <[Drinkard.Andrea@epa.gov](mailto:Drinkard.Andrea@epa.gov)>; StClair, Christie <[StClair.Christie@epa.gov](mailto:StClair.Christie@epa.gov)>; Millett, John <[Millett.John@epa.gov](mailto:Millett.John@epa.gov)>

**Cc:** Jones, Enesta <[Jones.Enesta@epa.gov](mailto:Jones.Enesta@epa.gov)>

**Subject:** RE: MEDIA INQUIRY: Sulfur dioxide rule making - Portland Tribune, deadline 2/21

Here is our proposed response. See note in red, below:

What is the EPA's intent with this rule?

# Ex. 5 - Deliberative Process

What is the current status of the rule making process?

# Ex. 5 - Deliberative Process

---

Kristen Bremer  
Policy Analysis & Communications  
U.S. EPA, Office of Air Quality Planning & Standards  
Email: [bremer.kristen@epa.gov](mailto:bremer.kristen@epa.gov)  
Phone: 919.541.9424  
Cell: Ex. 6 - Personal Privacy

---

**From:** Noonan, Jenny  
**Sent:** Thursday, February 23, 2017 9:58 AM  
**To:** Drinkard, Andrea <[Drinkard.Andrea@epa.gov](mailto:Drinkard.Andrea@epa.gov)>; StClair, Christie <[StClair.Christie@epa.gov](mailto:StClair.Christie@epa.gov)>; Millett, John <[Millett.John@epa.gov](mailto:Millett.John@epa.gov)>  
**Cc:** Jones, Enesta <[Jones.Enesta@epa.gov](mailto:Jones.Enesta@epa.gov)>; Bremer, Kristen <[Bremer.Kristen@epa.gov](mailto:Bremer.Kristen@epa.gov)>  
**Subject:** RE: MEDIA INQUIRY: Sulfur dioxide rule making - Portland Tribune, deadline 2/21

My apologies. This got lost in my inbox. Kristen will send in a few minutes.

---

**From:** Drinkard, Andrea  
**Sent:** Thursday, February 23, 2017 9:46 AM  
**To:** StClair, Christie <[StClair.Christie@epa.gov](mailto:StClair.Christie@epa.gov)>; Millett, John <[Millett.John@epa.gov](mailto:Millett.John@epa.gov)>  
**Cc:** Jones, Enesta <[Jones.Enesta@epa.gov](mailto:Jones.Enesta@epa.gov)>; Noonan, Jenny <[Noonan.Jenny@epa.gov](mailto:Noonan.Jenny@epa.gov)>  
**Subject:** RE: MEDIA INQUIRY: Sulfur dioxide rule making - Portland Tribune, deadline 2/21

Adding Jenny.

**From:** StClair, Christie  
**Sent:** Thursday, February 23, 2017 9:24 AM  
**To:** Millett, John <Millett.John@epa.gov>  
**Cc:** Drinkard, Andrea <Drinkard.Andrea@epa.gov>; Jones, Enesta <Jones.Enesta@epa.gov>  
**Subject:** RE: MEDIA INQUIRY: Sulfur dioxide rule making - Portland Tribune, deadline 2/21

Hi John, never saw a response come through on this. Did I miss something?

Thanks,  
Christie

**Christie St. Clair**  
Office of Public Affairs

Environmental Protection Agency  
Washington, DC  
o: 202-564-2880  
m: Ex. 6 - Personal Privacy

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**From:** Millett, John  
**Sent:** Friday, February 17, 2017 3:55 PM  
**To:** StClair, Christie <StClair.Christie@epa.gov>  
**Cc:** Drinkard, Andrea <Drinkard.Andrea@epa.gov>; Jones, Enesta <Jones.Enesta@epa.gov>  
**Subject:** Re: MEDIA INQUIRY: Sulfur dioxide rule making - Portland Tribune, deadline 2/21

No, but thanks, folks are already working on a response in time for Tuesday morning.

John Millett  
Ex. 6 - Personal Privacy

On Feb 17, 2017, at 3:49 PM, StClair, Christie <StClair.Christie@epa.gov> wrote:  
Do you want me to send a "formal" media inquiry request, or are you on it?

**Christie St. Clair**  
Office of Public Affairs

Environmental Protection Agency  
Washington, DC  
o: 202-564-2880  
m: Ex. 6 - Personal Privacy

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**From:** Millett, John  
**Sent:** Friday, February 17, 2017 3:10 PM  
**To:** Skadowski, Suzanne <Skadowski.Suzanne@epa.gov>  
**Cc:** StClair, Christie <StClair.Christie@epa.gov>; Jones, Enesta <Jones.Enesta@epa.gov>; Drinkard, Andrea <Drinkard.Andrea@epa.gov>; Cortelyou-Lee, Jan <Cortelyou-Lee.Jan@epa.gov>; Noonan, Jenny <Noonan.Jenny@epa.gov>; Bremer, Kristen <Bremer.Kristen@epa.gov>  
**Subject:** Re: MEDIA INQUIRY: Sulfur dioxide rule making - Portland Tribune, deadline 2/21

Thanks, Suzanne -- this is HQ's to respond to. Glad we've got a little time on it.

John Millett  
Ex. 6 - Personal Privacy

On Feb 17, 2017, at 3:08 PM, Skadowski, Suzanne <Skadowski.Suzanne@epa.gov> wrote:  
Hi folks,

Can you give me any updates on this or would you prefer to respond directly? Let me know, thanks!

Media Inquiry

Reporter: Paul Koberstein, Portland Tribune, [paul@times.org](mailto:paul@times.org)

Q: "In December EPA issued a document titled, "Second External Review Draft Integrated Science Assessment for Sulfur Oxides—Health Criteria." What is the EPA's intent with this rule? And given the change in administrations, what is the current status of the rule making process?"

Deadline: next week

Thanks,  
Suzanne

---

Suzanne Skadowski  
Public Affairs /Media Specialist  
U.S. Environmental Protection Agency | Seattle  
D: [206-553-2160](tel:206-553-2160) | C: Ex. 6 - Personal Privacy E: [skadowski.suzanne@epa.gov](mailto:skadowski.suzanne@epa.gov)

---

**From:** Ex. 6 - P. Koberstein personal email } on behalf of Paul Koberstein  
<[paul@times.org](mailto:paul@times.org)>

**Sent:** Friday, February 17, 2017 11:56 AM

**To:** Skadowski, Suzanne

**Subject:** Re: Sulfur dioxide rule making

thank you. yes, next week is my deadline. I am not looking for extensive info; brief summaries would be fine.

Sent with [Mailtrack](#)

On Fri, Feb 17, 2017 at 11:44 AM, Skadowski, Suzanne <[Skadowski.Suzanne@epa.gov](mailto:Skadowski.Suzanne@epa.gov)> wrote:  
Hi Paul,

I'll check with staff here and at HQ and get back to you. Are you working on a story on deadline?

Thanks,  
Suzanne

**Suzanne Skadowski**

Public Affairs Specialist

U.S. Environmental Protection Agency

Region 10 Pacific Northwest | Seattle

Desk: [206-553-2160](tel:206-553-2160) Cell: Ex. 6 - Personal Privacy

On Feb 17, 2017, at 2:42 PM, Paul Koberstein <[paul@times.org](mailto:paul@times.org)> wrote:

Hi Suzanne, in December the EPA issued a document titled, "Second External Review Draft Integrated Science Assessment for Sulfur Oxides—Health Criteria"

My question is what is the EPA's intent with this rule? And given the change in administrations, what is the current status of the rule making process?

thanks so much,  
Paul Koberstein  
Portland Tribune  
Sent with Mailtrack

**To:** Konkus, John[konkus.john@epa.gov]  
**From:** Grantham, Nancy  
**Sent:** Wed 2/22/2017 3:04:40 PM  
**Subject:** Fwd: NYT RE: CASAC

As discussed thx ng

Sent from my iPhone

Begin forwarded message:

**From:** "Davenport, Coral" <coral.davenport@nytimes.com>  
**Date:** February 22, 2017 at 9:23:03 AM EST  
**To:** "Grantham, Nancy" <Grantham.Nancy@epa.gov>  
**Subject:** Re: NYT RE: CASAC

Hi, Nancy,  
Just circling back on this. Can you give a call to talk about CASAC? I'm just trying to learn how these various advisory boards and committees work.  
Cheers,  
Coral

On Tue, Feb 7, 2017 at 3:53 PM, Grantham, Nancy <Grantham.Nancy@epa.gov> wrote:

It will likely be later in the week.

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Ex. 6 - Personal Privacy (mobile)

**From:** Davenport, Coral [mailto:coral.davenport@nytimes.com]  
**Sent:** Tuesday, February 07, 2017 3:36 PM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>  
**Cc:** Jones, Enesta <Jones.Enesta@epa.gov>; Valentine, Julia <Valentine.Julia@epa.gov>  
**Subject:** Re: NYT RE: CASAC

OK. Cld someone speak next Monday?

On Tue, Feb 7, 2017 at 3:32 PM, Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)> wrote:

Hi Coral,

We will not have anyone available to talk to you until sometime next week.

We will be back in touch.

Thanks

**Nancy Grantham**

**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

Ex. 6 - Personal Privacy (mobile)

---

**From:** Jones, Enesta

**Sent:** Tuesday, February 07, 2017 11:30 AM

**To:** Davenport, Coral <[coral.davenport@nytimes.com](mailto:coral.davenport@nytimes.com)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** NYT RE: CASAC

Hi Coral, Nancy Grantham, copied here, will assist you.

**Enesta Jones**

**U.S. EPA**

**Office of Media Relations**

**Office: 202.564.7873**

**Cell:** Ex. 6 - Personal Privacy

**"The root of all joy is gratefulness."**

On Feb 7, 2017, at 11:29 AM, Davenport, Coral <[coral.davenport@nytimes.com](mailto:coral.davenport@nytimes.com)> wrote:

Hi, Enesta,

I'm just interested in getting up to speed on the Scientific Advisory Board and the Clean Air committee. Can someone who works with those give a call to just talk through what they do and how they work?

Thanks,

Coral

On Tue, Feb 7, 2017 at 7:56 AM, Jones, Enesta <[Jones.Enesta@epa.gov](mailto:Jones.Enesta@epa.gov)> wrote:

Hi Coral, please send your specific questions and hard deadline.

**Enesta Jones**

**U.S. EPA**

**Office of Media Relations**

**Office: 202.564.7873**

**Cell:** Ex. 6 - Personal Privacy

**"The root of all joy is gratefulness."**

--

Coral Davenport

Energy and Environment Correspondent



The New York Times

Washington Bureau

1627 I St. NW, Suite 700

Washington, DC 20006

[coral.davenport@nytimes.com](mailto:coral.davenport@nytimes.com)

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Twitter @CoralMDavenport

--

Coral Davenport

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Ex. 6 - Personal Privacy

Twitter @CoralMDavenport



**To:** Vizian, Donna[Vizian.Donna@epa.gov]  
**Cc:** Pruitt, Scott[Pruitt.Scott@epa.gov]; Bloom, David[Bloom.David@epa.gov]; Rutherford, Debbie[Rutherford.Deborah@epa.gov]; Deane, Benita[Deane.Benita@epa.gov]; Anthony, Sherri[Anthony.Sherri@epa.gov]; Grzegozewski, Nicholas[Grzegozewski.Nicholas@epa.gov]; Howard, MarkT[Howard.MarkT@epa.gov]; Trent, Bobbie[Trent.Bobbie@epa.gov]; Minoli, Kevin[Minoli.Kevin@epa.gov]; Richardson, RobinH[Richardson.RobinH@epa.gov]; Hull, George[Hull.George@epa.gov]; Valentine, Julia[Valentine.Julia@epa.gov]; Showman, John[Showman.John@epa.gov]; Hitchens, Lynnann[hitchens.lynnann@epa.gov]; Hardy, Michael[Hardy.Michael@epa.gov]; Cuscino, Glen[Cuscino.Glen@epa.gov]; Lemley, Lauren[Lemley.Lauren@epa.gov]; Vincent, Marc[Vincent.Marc@epa.gov]; Weiner, Janet[Weiner.Janet@epa.gov]; Hingeley, Maureen[Hingeley.Maureen@epa.gov]  
**From:** OIG News  
**Sent:** Mon 3/13/2017 1:30:07 PM  
**Subject:** OIG Report: "EPA Has Adequate Controls to Manage Advice From Science and Research Federal Advisory Committees, but Transparency Could Be Improved"  
[\\_epaoig\\_20170313-17-P-0124\\_cert.pdf](#)

Attached is the EPA Office of Inspector General (OIG) report, *EPA Has Adequate Controls to Manage Advice From Science and Research Federal Advisory Committees, but Transparency Could Be Improved* (Report No. 17-P-0124). This report will be available to the public on the OIG's website at [www.epa.gov/oig](http://www.epa.gov/oig).



U.S. ENVIRONMENTAL PROTECTION AGENCY

OFFICE OF INSPECTOR GENERAL

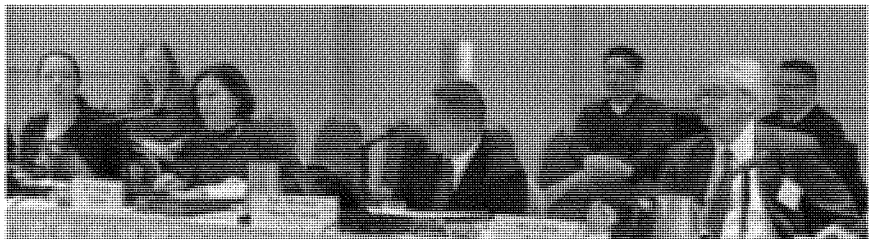


### *Science and Research*

## **EPA Has Adequate Controls to Manage Advice From Science and Research Federal Advisory Committees, but Transparency Could Be Improved**

Report No. 17-P-0124

March 13, 2017



## Report Contributors:

Patrick Gilbride  
Erin Barnes-Weaver  
Todd Goldman  
James Kohler  
Kalpana Ramakrishnan

## Abbreviations

BOSC	Board of Scientific Counselors
CASAC	Clean Air Scientific Advisory Committee
CHPAC	Children's Health Protection Advisory Committee
CMO	Committee Management Officer
CSAC	Chemical Safety Advisory Committee
DFO	Designated Federal Officer
ELAB	Environmental Laboratory Advisory Board
EPA	U.S. Environmental Protection Agency
FAC	Federal Advisory Committee
FACA	Federal Advisory Committee Act
FIFRA SAP	Federal Insecticide, Fungicide, and Rodenticide Act Scientific Advisory Panel
FY	Fiscal Year
GAO	U.S. Government Accountability Office
GSA	U.S. General Services Administration
HSRB	Human Studies Review Board
OIG	Office of Inspector General
OMB	Office of Management and Budget
OROM	Office of Resources, Operations and Management
SAB	Science Advisory Board
S&R	Science and Research
U.S.C.	United States Code

**Cover photo:** Members of the Science Advisory Board, an EPA federal advisory committee, attend a meeting. (EPA photo)

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# At a Glance

## Why We Did This Review

We conducted this evaluation to determine what system(s) of controls the U.S. Environmental Protection Agency (EPA) has in place to engage with and manage the recommendations and advice from its science and research (S&R) federal advisory committees (FACs) and whether this system of controls is effective.

FACs are an important tool for building consensus and providing scientific input and recommendations from the agency's diverse customers, partners and stakeholders. We reviewed the EPA's eight S&R FACs, which had a combined fiscal year (FY) 2015 operating budget of more than \$8 million. These FACs created 84 products from FY 2013 through FY 2015, and we randomly selected and analyzed 13 of these products to determine the effectiveness of the EPA's system of controls to manage FAC recommendations. This report does not address the EPA's implementation of FAC recommendations.

**This report addresses the following EPA goal or cross-agency strategy:**

- *Embracing EPA as a high-performing organization.*

Send all inquiries to our public affairs office at (202) 566-2391 or visit [www.epa.gov/oig](http://www.epa.gov/oig).

Listing of [OIG reports](#).

## ***EPA Has Adequate Controls to Manage Advice From Science and Research Federal Advisory Committees, but Transparency Could Be Improved***

### What We Found

The EPA has an adequate system of controls to engage with and manage the recommendations and advice from its eight S&R FACs. The 1972 Federal Advisory Committee Act establishes procedures for the management of FACs, which are outlined in the agency's 2012 *Federal Advisory Committee Handbook* developed by the Office of Resources, Operations and Management (OROM). Designated Federal Officers (DFOs) are the primary EPA representatives who manage FAC activities. The *Federal Advisory Committee Handbook* states that DFOs are responsible for working closely with EPA program officials to obtain and track responses to FAC recommendations. OROM and the agency's Committee Management Officer provide training to DFOs, but training materials do not highlight the importance of DFOs publishing responses online or tracking the status of FAC recommendations.

Science plays an integral role in the EPA's mission. The EPA has an adequate system of controls to manage recommendations from its science and research federal advisory committees.

Overall, we found the EPA's system of controls to manage the recommendations and advice from S&R FACs to be effective. We determined effectiveness by assessing whether (1) the agency responded to each FAC product we reviewed, including detailing how it would address any recommendations; (2) the agency tracked the status of each FAC recommendation; and (3) the FAC chairs expressed satisfaction with how the agency utilizes and manages the FACs. The EPA provided direct responses to 10 of 13 FAC products in our review sample and posted these responses online. The agency could improve transparency by posting all responses online. The three products that did not receive direct responses from the agency were addressed at the program office level. The agency addressed each recommendation in all 13 products. However, we found that program offices typically track the status of recommendations, rather than the DFOs. In addition, while FAC chairs were generally satisfied with the agency's management of their committees, several noted suggestions to improve the membership and meeting processes.

### Recommendations and Planned Agency Corrective Actions

To strengthen the agency's system of controls and improve public transparency, we recommend the Office of Administration and Resources Management (which houses OROM) update the *Federal Advisory Committee Handbook* to direct DFOs to keep FAC websites current with all agency responses, and to track the status of FAC recommendations; direct the FAC Division's Directors or their designees to collect feedback from FAC chairs on a regular basis; and update the FAC training materials as applicable. The agency agreed with all recommendations, and corrective actions are pending or have been completed.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
WASHINGTON, D.C. 20460

THE INSPECTOR GENERAL

March 13, 2017

**MEMORANDUM**

**SUBJECT:** EPA Has Adequate Controls to Manage Advice From Science and Research  
Federal Advisory Committees, but Transparency Could Be Improved  
Report No. 17-P-0124

**FROM:** Arthur A. Elkins Jr.

**TO:** Donna Vizian, Acting Assistant Administrator  
Office of Administration and Resources Management

This is our report on the subject evaluation conducted by the Office of Inspector General (OIG) of the U.S. Environmental Protection Agency (EPA). The project number for this evaluation was OPE-FY16-0024. This report contains findings the OIG has identified and corrective actions the OIG recommends. This report represents the opinion of the OIG and does not necessarily represent the final EPA position. Final determinations on matters in this report will be made by EPA managers in accordance with established audit resolution procedures.

**Action Required**

In accordance with EPA Manual 2750, your office provided planned corrective actions in response to our recommendations. All recommendations are considered resolved. You are not required to provide a written response to this final report because you provided agreed-to corrective actions and planned completion dates for the report recommendations. The OIG may make periodic inquiries on your progress in implementing these corrective actions. Please update the EPA's Management Audit Tracking System as you complete planned corrective actions. Should you choose to provide a final response, we will post your response on the OIG's public website, along with our memorandum commenting on your response. You should provide your response as an Adobe PDF file that complies with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973, as amended. The final response should not contain data that you do not want to be released to the public; if your response contains such data, you should identify the data for redaction or removal along with corresponding justification.

We will post this report to our website at [www.epa.gov/oig](http://www.epa.gov/oig).

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## Reasons for Review

We conducted this evaluation to determine what system(s) of controls the U.S. Environmental Protection Agency (EPA) has in place to engage with and manage the recommendations and advice from its science and research (S&R) federal advisory committees (FACs) and whether this system of controls is effective.

## Background

### ***The Federal Advisory Committee Act***

Congress passed the Federal Advisory Committee Act (FACA), 5 U.S.C., Appendix 2, in 1972 (as amended), to create an orderly procedure by which federal agencies may seek collective advice from FACs. The act ensures that FACs are governed via uniform standards and procedures. Further, according to the EPA, FACA establishes procedures for the management of FACs, ensures FAC decision-making is transparent, and ensures representation on FACs is balanced. FACA states that FACs should be only advisory in nature and that all matters should ultimately be determined in accordance with the law by the official, agency or officer involved. FACA also requires that agencies maintain systematic information on operations of FACs within their jurisdiction.

A FAC is any committee, board, commission, council, conference, panel, task force or other similar group (including any subcommittee or other subgroup thereof) that is established or utilized by the federal government to obtain advice or recommendations and that is not composed solely of full-time or permanent part-time federal officers or employees.

The U.S. General Services Administration (GSA) is responsible for overseeing FACA, as well as for developing regulations and guidance to govern the management and consistent use of FACs across the government. Agencies should establish guidelines and management controls for FACs. FACA stipulates that agencies must submit an annual report detailing the FACs' activities for the previous fiscal year. With this information, the GSA has created and maintains a FACA Database<sup>1</sup> as a repository of data about the FACs' current fiscal year events and performance. This database includes a feature that tracks the number of FAC recommendations and whether they have been implemented.

### ***EPA's S&R FACs***

FACs are an important tool within the EPA for building consensus and providing input and recommendations from the agency's diverse customers, partners and stakeholders. As of February 2016, the EPA managed 22 FACs that assisted the

---

<sup>1</sup> To access the GSA FACA Database and FAC recommendations by federal agency, see <http://www.facadatabase.gov/default.aspx>.

agency in carrying out its mission to protect human health and the environment. The agency provides financial and administrative support for these FACs. Each FAC charter contains key information, including the committee's objectives and scope of activity. From the most recent charters available, we identified eight FACs that provide S&R advice and recommendations to the EPA. Table 1 lists these FACs, along with their managing agency program offices and estimated annual costs. Based on fiscal year (FY) 2015 data, the total estimated annual operating costs for the eight S&R FACs is more than \$8 million.

**Table 1: S&R FACs at the EPA**

	<b>FAC name</b>	<b>Managing program office</b>	<b>Annual cost (estimated)</b>
<b>1</b>	Board of Scientific Counselors (BOSC)	Office of Research and Development	\$628,000
<b>2</b>	Chemical Safety Advisory Committee (CSAC)	Office of Chemical Safety and Pollution Prevention	434,000
<b>3</b>	Children's Health Protection Advisory Committee (CHPAC)	Office of the Administrator's Office of Children's Health Protection	395,000
<b>4</b>	Clean Air Scientific Advisory Committee (CASAC)	Office of the Administrator's Science Advisory Board Office	1,500,000
<b>5</b>	Environmental Laboratory Advisory Board (ELAB)	Office of Research and Development	45,000
<b>6</b>	Federal Insecticide, Fungicide, and Rodenticide Act Scientific Advisory Panel (FIFRA SAP)	Office of Chemical Safety and Pollution Prevention	1,940,000
<b>7</b>	Human Studies Review Board (HSRB)	Office of Research and Development's Office of the Science Advisor	150,000
<b>8</b>	Science Advisory Board (SAB)	Office of the Administrator's Science Advisory Board Office	3,000,000
<b>Annual S&amp;R FAC costs (estimated)</b>			<b>\$8,092,000</b>

Source: Office of Inspector General (OIG) summary of information in individual FAC charters.

### ***EPA's Management of FACs***

Within the EPA, the Office of Resources, Operations and Management (OROM) provides oversight for the establishment and operation of the agency's FACs. In 2012, OROM developed the *Federal Advisory Committee Handbook* (commonly referred to as the *FACA Handbook*), an agencywide guidance document that outlines processes for managing FACs. The EPA's policies and procedures relating to FACs are codified in the agency's *FACA Handbook*.

The *FACA Handbook* identifies the EPA staff responsible for managing and addressing the recommendations of the agency's FACs:

- *Designated Federal Officers (DFOs)* work with the FAC chairs, FAC members and appropriate staff as the primary managers and record keepers of the FACs. DFOs are also responsible for working closely with the EPA program officials to obtain timely responses to and track responses to FAC recommendations.
- The *Committee Management Officer (CMO)*, who is appointed by the Director of OROM, serves as a resource for DFOs and ensures proper record keeping for FACs.
- The *relevant program office* supports the DFO as required, including providing charge questions to the FAC and determining when the FAC is no longer needed.
- *Senior management*<sup>2</sup> in the relevant program offices is responsible for preparing a “prompt response to advisory committee recommendations relating to EPA’s proposals for action, or reasons for inaction, or important developments and significant actions, etc.”

### ***FAC Products and Public Access***

All FAC meetings are open to the public unless otherwise determined in advance by the EPA Administrator. FAC meetings can result in various products (Table 2). The S&R FACs in our review created 84 products from FY 2013 through FY 2015.

**Table 2: FAC products and definitions**

<b>FAC products</b>	<b>EPA <i>FACA Handbook</i> definitions</b>
Meeting Minutes Reports	Reports comprising the meeting minutes recorded, the recommendations issued, the decisions made, and the ideas expressed.
Consultations	Early, low-cost endeavors to obtain individual member views on issues for which the EPA has not yet developed a plan of action. No intent or expectation that a consultation will result in a report or specific recommendation.
Commentaries	Thoughts from committee members that the committee believes are important enough to be conveyed to the Administrator and the public. Often presented in the form of a letter.
Peer Review Reports	Independent reviews of near-final EPA work products that are the result of several committee meetings where the EPA presented information, the public commented, and the committee discussed the presented issues.

<sup>2</sup> Senior managers at the EPA include program office Assistant Administrators, Regional Administrators and Associate Administrators (or equivalents).

FAC products	EPA <i>FACA Handbook</i> definitions
Advisories	Documents that are similar to Peer Review Reports but that are developed while the EPA still has flexibility regarding its plans to close out the discussed project. Can also be a “midcourse” review that provides suggestions on how to proceed with a preexisting project.
Recommendation Letters	Documents that relate to whatever segment of a multi-segment project the committee is working on. Usually presented in the form of a letter to the Administrator.
Committee Reports	Formal summaries of the findings of the committee. Includes advice the committee gives the agency and the findings or decisions made during committee meetings.

Source: OIG summary of the EPA's 2012 *FACA Handbook*.

The *FACA Handbook* recommends that documents<sup>3</sup> provided to or prepared by each FAC should be placed in the official committee file. The *FACA Handbook* requires that this file be available for public inspection and copying.

In addition to the *FACA Handbook*, DFOs can also consult the agency's *Peer Review Handbook*,<sup>4</sup> which includes a section on peer review by FACs. The EPA utilizes the peer review process to “identify any technical problems or unresolved issues in a preliminary (or draft) work product through the use of independent experts.” The *Peer Review Handbook* notes that FACA requirements for advanced notification of committee meetings and opportunities for public participation add to the time required to complete the review but enhance the transparency of the peer review process.

According to the EPA's Scientific Integrity Policy, in order to ensure transparency, the agency needs to allow the “free flow of scientific information.” The Scientific Integrity Policy is the framework to ensure integrity throughout the agency, including FACs, and states that the EPA needs to promote and provide access to the public by making scientific information available online.

### **Federal Internal Control Standards**

In addition to congressional, GSA and EPA mandates that specifically pertain to FACs, the agency must also comply with federal internal control standards as applicable, including the following standards:

- U.S. Government Accountability Office (GAO), *Standards for Internal Control in the Federal Government*, GAO-14-704G, September 2014: These standards define internal control as “a process effected by an entity's oversight body, management, and other personnel that provides

<sup>3</sup> EPA documents that are exempted from public review under FACA, such as privileged or confidential documents, shall be placed in a separate file.

<sup>4</sup> EPA, *Science and Technology Policy Council Peer Review Handbook*, 4<sup>th</sup> edition, October 2015.

reasonable assurance that the objectives of an entity will be achieved.” Internal control comprises the plans, methods, policies and procedures used to fulfill the goals and objectives of the entity. GAO’s standards require documentation of agency activities, which provides a means to retain organizational knowledge and mitigate the risk of having that knowledge limited to a few personnel, as well as a means to communicate that knowledge as needed to external parties. The standards also require that the EPA promptly resolve the findings of audits and other reviews.

- Office of Management and Budget (OMB) Circular No. A-123, *Management's Responsibility for Enterprise Risk Management and Internal Control*, July 15, 2016: This document states that the agency’s management is responsible for developing and maintaining effective internal control.

## Responsible Offices

The Office of Resources, Operations and Management, within the Office of Administration and Resources Management, has primary responsibility for subjects covered in this review.

## Scope and Methodology

We conducted our work from June 2016 through February 2017. We conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

We met with DFOs and key OROM staff to identify the system of controls the EPA has in place to engage with and manage FACs. We met with the FAC chairs (or their equivalents) to determine how satisfied they were with the EPA’s FAC management and to identify best practices and suggestions for improvement.

Of the 84 products created by the FACs in our review from FY 2013 through FY 2015, we randomly selected and analyzed two products from each FAC,<sup>5</sup> for a total of 13 products. Using internal control standards discussed in the “Federal Internal Control Standards” section above, we determined whether (1) the EPA directly responded to the FACs about each product, (2) the responses were published online on the public FAC websites, (3) the responses described if

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<sup>5</sup> We sampled two products from each S&R FAC with the exception of BOSC and CSAC, which only developed one product and zero products, respectively, during the sampling timeframe. Therefore, our random sample totaled 13 products.

and/or how the EPA will address the FAC recommendations, and (4) the DFO and/or the program office tracked the status of recommendations.

Additionally, we reviewed the following guidance documents, prior reports and online sources:

- FACA, 5 U.S.C. Appendix 2, 1972 (as amended).
- GAO, *Standards for Internal Control in the Federal Government*, GAO-14-704G, September 2014.
- OMB Circular No. A-123, *Management's Responsibility for Enterprise Risk Management and Internal Control*, July 15, 2016.
- GSA FACA Database and Draft DFO Help Manual.
- EPA FAC charters,<sup>6</sup> 2012 *FACA Handbook*, and annual call memorandum to program offices for SAB and other FAC information.
- EPA, *Science and Technology Policy Council Peer Review Handbook*, 4<sup>th</sup> edition, October 2015.
- EPA OIG, 16-P-0246, *EPA Cannot Assess Results and Benefits of Its Environmental Education Program*, July 29, 2016.<sup>7</sup>
- EPA FAC public websites.

### **Limitations**

We determined that the GSA FACA Database should not be used to help accomplish our objectives or be included as part of our findings. Our review of the GSA FACA Database, which is outside of the EPA's control, revealed limitations in how the EPA tracked the number and status of FAC recommendations for this database. For example, some DFOs count each FAC product as one recommendation, even though the product may contain multiple recommendations. DFOs also acknowledged that the number of recommendations marked as implemented in the GSA FACA Database is often based on best estimates. Additionally, the GSA FACA Database tracks recommendations made and implemented since the inception of FACA.

## **Results of Review**

Overall, we found that the EPA has an adequate system of controls to engage with and manage the recommendations and advice from the agency's S&R FACs. Our random sample analysis of products created by S&R FACs from FY 2013 through FY 2015 indicated that the controls are effective. The FAC chairs we interviewed

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<sup>6</sup> Charters specify the FACs' missions and general operational characteristics.

<sup>7</sup> This report scope includes the National Environmental Education Advisory Committee and notes that, although FACA does not require recommendations to be acted upon, "GAO internal control standards require that the findings of audits and other reviews be promptly resolved. As such, the EPA should promptly review and resolve recommendations." The report further notes that resolution does not mean that the EPA must implement the recommendations but that it should have a documented resolution for recommendations.

were generally satisfied with the agency's management of their committees and the agency's responsiveness to the FAC recommendations; however, several FAC chairs noted suggestions for improvement. We also identified areas where the EPA could enhance public transparency regarding how the agency responds to and tracks FAC recommendations.

### ***EPA's System of Controls Are Effective***

Consistent with the GAO's and OMB's internal control standards, the EPA has a system of controls to engage with and manage the recommendations and advice from FACs. OROM provides training to new DFOs, usually on an annual basis, and hosts quarterly meetings with DFOs. OROM also advises DFOs and any managers and staff who will be working with FACs to take the FACA training offered by the GSA. OROM's training does not, however, highlight the importance of posting responses online, consistent with the agency's Scientific Integrity Policy for transparency, nor does it highlight the need for the DFO to track the status of FAC recommendations. During interviews, DFOs noted that OROM and the CMO do provide guidance on charter renewal and the committee membership process.

Overall, we found the agency's internal system of controls to manage the recommendations and advice from FACs to be effective. We determined effectiveness by assessing whether (1) the EPA provided a response to FAC products, including information regarding how the agency would address any recommendations made; (2) the status of FAC recommendations was being tracked; and (3) the FAC chairs were satisfied with how the agency engages with and manages committee advice. We reviewed 13 randomly selected products from seven FACs.

#### ***(1) EPA Addressed All Sample Products***

Our sample review found that the agency directly responded to 10 of the 13 FAC products with information on how the agency will address recommendations. The three remaining FAC products that did not receive direct responses were being addressed at the program office level. All 10 direct responses provided to FACs were posted on the public FAC websites. Table 3 describes the findings from our sample review in more detail.

**Table 3: Agency management of selected S&R FAC products**

FACA report	Agency provided direct response	Response posted online	Recommendations addressed
<b>BOSC</b>			
Strategic Research Planning for 2016–2019: A Joint Report of the SAB and BOSC (2015)	Yes	Yes	Yes
<b>CASAC</b>			
CASAC Review of the EPA's <i>Integrated Science Assessment for Oxides of Nitrogen—Health Criteria (First External Review Draft—November 2013)</i> (2014)	Yes	Yes	Yes
CASAC Review of the EPA's <i>Second Draft Policy Assessment for the Review of the Ozone National Ambient Air Quality Standards</i> (2014)	Yes	Yes	Yes
<b>CHPAC</b>			
Re: CASAC Review of the Health Risk and Exposure Assessment for Ozone and Policy Assessment for the Review of the Ozone NAAQS: Second External Review Drafts (2014)	N/A <sup>a</sup>	N/A	Yes
Re: Human Health Benchmarks for Pesticides: A Missed Opportunity (2013)	Yes	Yes	Yes
<b>ELAB</b>			
Re: Selected Ion Monitoring (2014)	Yes	Yes	Yes
Recommendations Regarding the State of National Accreditation (2012)	Yes	Yes <sup>b</sup>	Yes
<b>FIFRA SAP</b>			
Integrated Endocrine Bioactivity and Exposure-Based Prioritization and Screening (2015)	No	No	Yes
RNAi Technology as a Pesticide: Problem Formulation for Human Health and Ecological Risk Assessment (2014)	No	No	Yes
<b>HSRB</b>			
April 8–9, 2014 EPA HSRB Meeting Report (2014)	Yes	Yes	Yes
April 22–23, 2015 EPA HSRB Meeting Report (2015)	Yes	Yes	Yes
<b>SAB</b>			
SAB Advice on Advancing the Application of CompTox Research for EPA Chemical Assessments (2014)	Yes	Yes	Yes
SAB Review of the Draft EPA Report <i>Connectivity of Streams and Wetlands to Downstream Waters: A Review and Synthesis of the Scientific Evidence</i> (2014)	Yes	Yes	Yes
<b>Summary of Results</b>	<b>10 of 13</b>	<b>10 of 13</b>	<b>13 of 13</b>

Source: OIG analysis based on review of sample FAC products.

<sup>a</sup> This CHPAC report was addressed to another FAC (CASAC); as such, an agency response was not required to be sent to CHPAC.

<sup>b</sup> During the course of our review, the agency response to the second ELAB report was unavailable. In the agency's comments on our draft report, the link to the response was provided. We updated the final report with the agency's information.

As shown in Table 3, three FAC products (one CHPAC product and two FIFRA SAP products) did not receive direct responses from the agency. The Office of Chemical Safety and Pollution Prevention's Office of Pesticide Programs and the Office of Science Coordination and Policy are the lead offices responsible for providing responses to the FIFRA SAP recommendations. While these program offices did not provide responses directly to FIFRA SAP for the two reports reviewed, they developed tables with information on how the agency has



addressed or is addressing the recommendations. The CHPAC report that did not receive a direct response was addressed to another advisory committee and therefore did not require a response from the agency.

The EPA could improve transparency by providing direct responses to all FAC products. In addition, all agency responses should be published online, consistent with the EPA's Scientific Integrity Policy. For example, during the course of this review, the ELAB DFO already indicated plans to revise ELAB's website to post agency responses adjacent to committee products.

The EPA's Scientific Integrity Policy promotes access to scientific information by making it available online in open formats and in a timely manner. The EPA's posting of FAC products and the agency's response to FAC recommendations align with this policy.

## ***(2) EPA Tracked All Recommendations***

Each of the FAC recommendations in our sample has either been addressed and does not require further tracking or is being tracked by the program office. For example, the Office of Pesticide Programs and the Office of Science Coordination and Policy have developed tables detailing how the agency addresses each FAC recommendation within their purview.

Although program offices typically track the status of any agreed-upon actions, this information is not typically shared with the DFOs. The DFOs are supposed to act as a liaison between the public, the FACs and the EPA; however, some DFOs directed us to the program offices for the status of the recommendations.<sup>8</sup> While we were able to determine the status of recommendations from the program offices, it took time to receive this information from the EPA staff responsible for providing it. Accessing documents from program offices would likely be a more difficult process for the general public.

To allow for easy public access to the status of agreed-upon recommendations, DFOs could work closely with program officials to obtain updates to track the status of FAC recommendations. For example, the BOSC DFO has stated they are in the process of creating a spreadsheet for this purpose.

## ***(3) FAC Chairs Satisfied but Identified Areas for Improvement***

Overall, the FAC chairs we interviewed as part of our review expressed satisfaction with the management of their committees and the work of the DFOs. FAC chairs are satisfied with how the agency utilizes their FACs and with how the agency responds to their committees' advice, even when a response is not always expected. While some FAC chairs said charge questions come directly from the agency with no input from their committees, others said their committees can and do provide unsolicited advice and take a more proactive role in

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<sup>8</sup> The ELAB FAC DFO does track the status of the committee's recommendations.

developing new charge questions. FAC chairs identified the following suggestions to improve the management of FAC membership and meeting processes:

1. Allow FAC chairs to provide input into committee member selection to ensure necessary expertise.
2. Ensure each FAC has a core of permanent panel members who attend all meetings to provide perspective and help direct the efforts of ad hoc members. Cultivate leadership of the permanent FAC panel members and chairs.
3. Clarify the policy context of the charge questions and/or how the recommendations are going to be utilized so that the FAC can provide more constructive advice to the agency.
4. Provide the FACs with sufficient background material prior to all meetings so they can be more prepared to provide advice to the agency, particularly in cases where the agency is meeting with the committee to discuss broader topics.
5. Specify procedures for how the committee should develop conclusions, whether or not consensus is required.
6. Differentiate recommendations from suggestions, with the expectation that all recommendations require agency response but suggestions do not necessarily require a response. More significant recommendations could be further classified as “strong,” or the committee could prioritize recommendations in list form to help facilitate implementation.

## Conclusion

Overall, we found the EPA’s system of controls to manage the recommendations and advice from S&R FACs to be effective. However, based on our review, we identified areas where the agency can strengthen its controls with regard to transparency and tracking the status of FAC recommendations. Providing direct responses to all FAC products and posting all agency responses online are two ways the EPA could improve transparency and also promote public access to agency activities. In addition, to allow for easy access to the status of recommendations, DFOs should be responsible for working closely with program offices to track the status of FAC recommendations. The agency can also improve its management of FACs by soliciting feedback from the FAC chairs.

## Recommendations

To strengthen and reinforce the EPA's system of controls for managing the recommendations and advice from federal advisory committees and to improve transparency, we recommend that the Assistant Administrator for Administration and Resources Management:

1. Update the EPA's *Federal Advisory Committee Handbook* to:
  - a. Direct Designated Federal Officers to maintain and keep the federal advisory committee websites current, work closely with program officials to provide a direct response to each federal advisory committee product with information on how the recommendations will be addressed, and make EPA responses publicly available as soon as possible.
  - b. Direct Designated Federal Officers to work closely with other EPA program officials to track the status of federal advisory committee recommendations, to promote ease of public accessibility.
  - c. Direct the Federal Advisory Committee Management Division's Director or his/her designee to collect feedback from active federal advisory committee chairs on a regular basis to identify ways to improve the utilization and management of federal advisory committees.
2. Update the Designated Federal Officer training materials and incorporate into the annual training that Designated Federal Officers are responsible for maintaining federal advisory committee websites with current agency responses and for working closely with other EPA program officials to track the status of federal advisory committee recommendations.

## Agency Response and OIG Evaluation

The EPA agreed with our recommendations. The agency provided acceptable corrective actions for Recommendations 1.a through 1.c and has completed corrective actions for Recommendation 2. The agency also provided technical comments on the draft report. Where appropriate, we incorporated changes to the report based on the agency's technical comments. Appendix A contains the agency's full response.

# Status of Recommendations and Potential Monetary Benefits

## RECOMMENDATIONS

Rec. No.	Page No.	Subject	Status <sup>1</sup>	Action Official	Planned Completion Date	Potential Monetary Benefits (in \$000s)
1	11	Update the EPA's <i>Federal Advisory Committee Handbook</i> to: <ul style="list-style-type: none"> <li>a. Direct Designated Federal Officers to maintain and keep the federal advisory committee websites current, work closely with program officials to provide a direct response to each federal advisory committee product with information on how the recommendations will be addressed, and make EPA responses publicly available as soon as possible.</li> <li>b. Direct Designated Federal Officers to work closely with other EPA program officials to track the status of federal advisory committee recommendations, to promote ease of public accessibility.</li> <li>c. Direct the Federal Advisory Committee Management Division's Director or his/her designee to collect feedback from active federal advisory committee chairs on a regular basis to identify ways to improve the utilization and management of federal advisory committees.</li> </ul>	R	Assistant Administrator for Administration and Resources Management	12/31/17	
2	11	Update the Designated Federal Officer training materials and incorporate into the annual training that Designated Federal Officers are responsible for maintaining federal advisory committee websites with current agency responses and for working closely with other EPA program officials to track the status of federal advisory committee recommendations.	C	Assistant Administrator for Administration and Resources Management	2/2/17	

<sup>1</sup> C = Corrective action completed.

R = Recommendation resolved with corrective action pending.

U = Recommendation unresolved with resolution efforts in progress.

## Agency Response to Draft Report



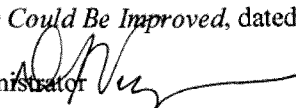
UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
WASHINGTON, D.C. 20460

FEB 10 2017

OFFICE OF  
ADMINISTRATION  
AND RESOURCES  
MANAGEMENT

### MEMORANDUM

**SUBJECT:** Response to Office of Inspector General Draft Report No. OPE-FY16-0024  
*EPA Has Adequate Controls to Manage Advice From Science and Research Federal Advisory Committees, but Transparency Could Be Improved*, dated January 10, 2017

**FROM:** Donna J. Vizian, Acting Assistant Administrator 

**TO:** Arthur A. Elkins, Jr., Inspector General  
Office of Inspector General

Thank you for the opportunity to respond to the issues and recommendations in the subject draft report. Attachment One is a summary of the agency's overall position and its position on each of the report recommendations. Attachment Two contains the three technical comments on the report.

The Office of Administration and Resources Management believes the findings in the draft report are fair and accurate and is pleased that the Office of Inspector General has found that the system of controls to manage the recommendations and advice from federal advisory committees to be effective. The OARM agrees with the recommendations and have provided high-level intended corrective actions and estimated completion dates in response to each of the recommendations. In addition, the OARM will advise the agency's Designated Federal Officers about the recommendations and corrective actions at its quarterly DFO network meetings.

As agreed with Erin Barnes-Weaver, OIG Project Manager, the recommendations from the OIG draft report have been revised as follows: 1) recommendations one, two, and three from the draft report have been combined into one recommendation, 2) recommendation 1.a. has been modified to clarify the role of program officials in providing responses to FAC products, and 3) the language in recommendation two has been corrected so that it aligns with recommendation 1.b.

If you have any questions regarding this response, please have your staff contact Monisha Harris, director, Federal Advisory Committee Management Division, at (202) 564-0563.

#### Attachments

cc: John Reeder  
Chris Robbins  
John Showman  
Louise P. Wise  
Lynnann Hitchens  
Michael Hardy  
Monisha Harris  
Megan Moreau  
Lauren Lemley

**AGENCY'S RESPONSE TO REPORT RECOMMENDATIONS**

<b>No.</b>	<b>Recommendations</b>	<b>High-Level Intended Corrective Action(s)</b>	<b>Estimated Completion Date</b>
1.	<p>Update the EPA's Federal Advisory Committee Handbook to:</p> <ul style="list-style-type: none"> <li>a. Direct the Designated Federal Officers to maintain and keep the federal advisory committee websites current, work closely with program officials to provide a direct response to each FAC product with information on how the recommendations will be addressed, and make the EPA responses publicly available as soon as possible.</li> <li>b. Direct the DFOs to work closely with other EPA program officials to track the status of the FAC recommendations, to promote ease of public accessibility.</li> <li>c. Direct the FAC management division director's or his/her designee to collect feedback from active FAC chairs on a regular basis to identify ways to improve the utilization and management of the FACs.</li> </ul>	<p>The Office of Administration and Resources Management agrees with this recommendation. The OARM will update the EPA federal advisory committee handbook to codify these requirements.</p>	December 31, 2017
2.	<p>Update the Designated Federal Officer training materials and incorporate into the annual training that the DFOs are responsible for maintaining the FAC's websites with current agency responses and for working closely with other EPA program officials to track the status of the FAC recommendations.</p>	<p>The OARM agrees with this recommendation and has updated the training materials to incorporate the recommended actions.</p>	Completed

## ***Distribution***

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Agency Follow-Up Official (the CFO)  
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